



CHARD TOWN COUNCIL

The Guildhall, Fore Street, Chard, Somerset TA20 1PP

01460 239567 www.chard.gov.uk

Mayor: Cllr Martin Carnell Town Clerk: Paul Russell

All Council & Committee Meetings are open to the Public and Press

AMENITIES & EVENTS COMMITTEE

Minutes of the Amenities & Events Committee meeting held on Tuesday 22nd November 2022 commencing at 19:00 hours in the Town Hall, The Guildhall, Fore Street, Chard TA20 1PP.

PRESENT: Cllr Baker (Chair), Cllr Bates, Cllr Crook, Cllr Eggins, Cllr Grief-Page, Cllr Hawkes, Cllr J Kenton and Cllr Watson.

ALSO PRESENT: Adrian Turner, Operations Officer, Tim Bickman, Events Officer and Jon Brown (Street Scene Manger, South Somerset District Council)

Public Participation Time

No members of the public were present.

Street Cleaning Contract

The following updates were provided to committee by Jon Brown:

- Update on road sweepers being used in Chard
- New depot is as yet undecided
- Road sweeping being carried on a fortnightly basis and pavements daily
- A test run is to be carried out using a new degreaser on paving
- COSHH data sheets to be circulated
- There are going to be few bins, but more capacity/collections
- Gritting will be carried out by street cleansers

2022/32 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Brown (work) and Cllr Richter (sickness)

2022/33 DECLARATIONS OF INTEREST

The following Declarations of Interest were made:

- Cllr Eggins (member of Tatworth) – 2022-38B and 38C
- Cllr Hawkes – 2022-38C

2022/34 TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

Proposed: Cllr Bates
Unanimous

Seconded: Cllr Eggins

2022/35 COMMITTEE MEETING MINUTES

Proposed: Cllr Baker
Unanimous

Seconded: Cllr Hawkes

RESOLVED that the minutes of the Amenities & Events Committee meeting held on Monday 10th October 2022 be agreed and signed as a correct record.

2022/36 MANAGER REPORTS

(a) Operations – Committee NOTED the report.

The Chair requested that item 9 be moved to confidential items and be removed from online publication.

Proposed: Cllr Grief-Page
Unanimous

Seconded: Eggins

RESOLVED to source another Amenities Operative and look to be appointed in February/March 2023.

(b) Events – Committee NOTED the report.

The Events Officer gave the following supplementary information:

- The tickets for the Mayor’s Christmas shows have started selling with 51 sold for 2nd December and 16 sold for the 9th December. This is expected to pick up over the next 2 weeks.
- The walking and cycling route auditing as part of the LCWIPS project is progressing along with a deadline of 30th November to submit the next audit, which are currently awaiting further advice on.
- The website and branding of the Guildhall is progressing well and the graphic designer will be working on both a hirers information brochure and upcoming events leaflet after branding is decided on. This was agreed.
- The setting up of the community plan steering group is progressing, with various names coming forward. There is a tight timescale to decide on topics so that Somerset Smart Communities can create survey questions prior to Christmas.

RESOLVED to increase the hire charges of the Guildhall from April 2023 as shown in 2.11.

Proposed: Cllr Hawkes
Unanimous

Seconded: Cllr Watson

2022/37 FINANCIAL MATTERS

- (a) **Fees and Charges** Committee considered the fees and charges as outlined in the attached report.

Proposed: Cllr Bates
Unanimous

Seconded: Cllr Crook

RESOLVED: to adopt the proposed fees and charges for 2023/2024.

2022/38 OPEN SPACES

- (a) **Upper Henson Park** – The Operations Manager provided a verbal update on how the project was progressing. To date it is currently on track and coming in under budget. The new park is due for completion in Spring 2023.

Committee requested that Ward Members; Cllr Crook, Cllr Bates & Cllr Kenton, District Member, Garry Shortland and the Youth Council be invited to its opening.

- (b) **Cemetery Car Park Lease** – It was agreed that Cllr Grief-Page will sit on the group in place of Cllr Eggins.

- (c) **Grade 1 Listed Building, Fore Street, Chard – See confidential Cllrs Eggins left first (b7c) Followed by Hawkes**

Proposed: Cllr Watson
Unanimous

Seconded: Cllr J Kenton

RESOLVED to move forward the request from Somerset Building Preservation Trust to offer a 25% contribution toward cost of a viability appraisal of this building.

- (d) **Severe Weather Policy** – Committee agreed this will be subject to agreement with District.

2022/39 RESILIENCE PLANNING

- (a) **Draft Chard Town Council Resilience Plan** – An update was provided from the Operations Manager. An emergency committee needs to be setup and procedure explained. Committee are to follow out the plan.

2022/40 MOTION

- (a) **Motion Proposed by Cllr Hawkes:**
“that the Committee gives consideration to the proposal that the Community Orchard becomes a Community Garden”

Action Points: It was agreed for the Operations Manager and Events Officer to support this work.

- Events Officer to draft letters to residents of neighbouring houses seeking their approval for the space to be used in this way due to close proximity of gardens.
- The Operations Manager will draft a report detailing the costs of the project and any involvement with Amenities Operatives.

Proposed: Cllr Hawkes
Unanimous

Seconded: Cllr Bates

RESOLVED: To defer the motion and take actions to investigate the feedback of the surrounding residents and costs of the change from Community Orchard to Community garden.

2022/41 DATE OF NEXT MEETING

Committee noted that the next meeting of the Amenities & Events Committee would be held on Tuesday 17th January 2023 in the Guildhall, Fore Street, Chard TA20 1PP commencing at 7pm.

2022/42 CONFIDENTIAL MATTERS

As certain items to be discussed included the consideration of exempt information it was **RESOLVED** under Item 2022/24 that, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they would involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

Proposed: Cllr Eggins
Unanimous

Seconded: Cllr Watson

- (a) **New Cemetery Proposal** – Committee considered the quotation and associated documentation provided.

Proposed: Cllr J Kenton
Unanimous

Seconded: Cllr Grief-Page

RESOLVED to proceed with the attached quotation to identify suitable additional cemetery land to contemplate the existing facility.

- (b) **Guildhall Logo** – The Events Officer gave a brief overview of the logos provided by Design Bean and committee were requested to give feedback.

Proposed: Cllr Watson
For: 7

Seconded: Grief-Page
Against: 1

RESOLVED to proceed with option 1F.

- (c) **Quotations to consider –**
Committee considered the quotations provided for cemetery works and signage installation.
Cllr Baker declared an interest (MTIG).

2022/38

- (c) Moved to confidential from **OPEN SPACES** see page 3.

DEFERRED Committee Asked for quotes to be provided:

- For conversion of current building with toilet facilities
- For a porta loo / welfare unit (which will include toilet facilities) to rent
- For a porta loo / welfare unit (which will include toilet facilities) to buy.

All quotes should take into account environmental solutions

Proposed: Cllr Baker
Unanimous

Seconded: Cllr Grief- Page

The Chair thanked Members for their attendance and closed the meeting at 21:13pm