



ALCESTER TOWN COUNCIL

A COMMUNITY FACILITIES COMMITTEE MEETING VIA ZOOM WAS HELD ON 15 SEPTEMBER 2020 AT 7.00 P.M

Present

Cllr. T. Forman, Cllr. G. Forman, Cllr. K. Cargill, Cllr. A. Foster, Cllr. E. Wilson, Cllr. M. Bowe, Cllr. K. Greenaway and Cllr. L. Pusey. The Town Clerk Vanessa Lowe and Jan Rowlatt attended.

A G E N D A (Standing Orders apply)

1. Apologies

There were no apologies.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of Last Meeting

The minutes of the meeting held on 18 February having been approved by the Facilities Committee were signed at Full Council on 3rd March.

4. Terms of Reference

It was agreed to keep the Terms of Reference with one exception. The input item from the Jubilee Centre Management Group is to be removed as that group is no longer in existence. The Town Clerk confirmed that she was happy for issues relating to the Eric Payne Centre to be reported to community facilities now that the refurbishment of the building was complete. Sarah will continue to manage the bookings and will report to the Facilities Committee. Cllr. M. Bowe asked for clarification about which other public forums were considered to be related.

5. Facilities Update

The Town Clerk asked if the committee had any comments on the report (attached) which had been circulated in advance to the committee about work carried out during the covid-19 lockdown.

Cemetery - Cllr. T. Forman commented that he was impressed that a radar survey had been successfully completed on the cemetery. The Cemetery Working Party will be reformed to consider options.

Footpaths - The Town Clerk reported that s.106 funding could be available for footpath upgrade work from the Bloor development. Cllr. T. Forman is to follow up on which sections of Jubilee Fields footpath are the most in need of repair and contact Macdonalds for a price. CILfunds may also be available for this work.

The committee clerk is to contact Cllr. Cargill about the Weir Field steps.

Cross Parish Cycle Way – donations are still being sought but not much progress is being reported.

6. Date of Next Meeting

Tuesday 20 October.

J. Rowlatt
Clerk to Facilities Committee

Alcester Town Council offices are located on the first floor at Globe House and are accessible by lift. If you would need assistance in the event of an emergency, please speak to the presiding Clerk on arrival.

REPORT TO FACILITIES COMMITTEE – SEPTEMBER 2020

During the Covid-19 lockdown, authority was delegated to the Town Clerk to manage the ATC Facilities as required. Below is a brief summary of actions taken.

Play areas

- In accordance with government requirements all playgrounds were closed from 23rd March 2020
- All playgrounds were reopened in accordance with government guidance on 4th July 2020
- New signage was installed at all playgrounds prior to opening advising that users social distanced from others, used hand sanitisers etc
- Prior to opening, the Town Clerk inspected all sites with Paul Hands to ensure all equipment was safe to use.
- Repairs identified in the ROSPA report have now mostly been completed
- The rocker at Moorfields has new handles. The ramp on the junior multiplay equipment at Moorfields has been resurfaced. Repairs completed to wet pour surfacing.
- Outstanding are the junior swings at Jubilee Fields. The seats and chains were removed prior to reopening on 4th July to ensure safety. These require entirely new parts which are on order. Also the spinner at Jubilee Fields needs new bearings which are also on order.
- During the Town Clerk's inspection additional minor miscellaneous items were identified which are now being addressed.
- An inspection of the igloo climbing frame at Moorfields revealed that it has a serious fault and it has therefore been removed in its entirety. A new piece of equipment is required. CIL funds could be used for this purpose.

Cemetery

- Cemetery remained open throughout.
- Grounds staff worked as usual.
- Following approval from Full Council, a ground penetrating radar survey has taken place in the Old Cemetery. This has located the old chapel building. The Town Clerk has a meeting with the survey company on Thursday 17th September to seek advice on options.
- 9 burials have taken place
- 6 memorials have been approved
- 2 new benches have been donated
- Burial space now is extremely limited

Bins and Benches

- 3 new plastic bins have been installed to replace old metal ones

- A new bench has been donated by the Ross family opposite the garage. This was installed on the pavement on the corner of Newport Drive/Evesham Street with the permission of WCC

Trees

- Storm damage at Centenary Fields – clearance work for fallen branch and trimming of broken branch
- Trees removed at Westbury Park as advised in tree survey
- Tree work undertaken at Jubilee Fields to remove overhanging branches
- Tree work scheduled at Plover Close to remove dead tree and to cut back branches from property
- Tree work scheduled at Cemetery to trim back tree away from Malin Court – Conservation Area consent awaited.
- Tree work was scheduled for dead ash tree at Abbey Fields identified in tree survey but tree fell during storm. Residents are disposing of wood!

Allotments

- Allotments have remained open throughout pandemic
- Signage installed to remind users of social distancing
- Some incidents of theft reported
- Very popular activity during lockdown – we now have a waiting list
- Annual judging of allotments

Open Spaces

- Annual grass cut at Abbey Fields
- New signage at Abbey Fields asking residents to respect neighbour's privacy by not walking on bund
- Reptile survey undertaken at Abbey Fields – site to be used as a receptor site for slow worms needing to be moved from Allimore Lane. More plans to follow.
- Various maintenance jobs
- Alcester Rock Line – Councillors agreed to create permanent feature. Details awaited.
- Footpaths around Jubilee Fields – repair work to tarmac is outstanding.
- Proposed arrangements with Riverside Angling Club – await confirmation from Club as to whether they wish to proceed

Vanessa Lowe

Town Clerk

14th September 2020