



# ALCESTER TOWN COUNCIL

**A COMMUNITY FACILITIES COMMITTEE MEETING VIA  
ZOOM WAS HELD ON 18 MAY 2021 AT 7.00 P.M**

## **Present**

Councillor T. Forman, Councillor G. Forman, Councillor K. Cargill, Councillor E. Wilson, Councillor. M. Bowe, Councillor L. Pusey, Councillor K. Greenaway. Jan Rowlatt was in attendance.

## **Public Participation at Discretion of Chair**

There was no public participation.

## **A G E N D A (Standing Orders apply)**

### **1. To Elect a New Chairman**

Councillor T. Forman asked the committee clerk to begin the meeting by asking for proposals for a new chairman. Councillor E. Wilson nominated Councillor T. Forman and the rest of the committee were all in agreement. Councillor T. Forman duly thanked the committee and accepted.

### **2. Apologies**

An apology was received from Councillor A. Foster.

### **3. Declarations of Interest**

There were no declarations of interest

### **4. Minutes of Last Meeting**

The minutes of the meeting held on 15<sup>th</sup> March having been approved by the Facilities Committee were signed at Full Council on 26<sup>th</sup> April 2021.

### **5. To Review the Terms of Reference**

Councillor Tim Forman proposed that the terms of reference should remain the same except for the item regarding the frequency of the meetings which has changed from monthly to bi-monthly. The committee members agreed.

### **6. Play Areas Equipment/Other Recreational Facilities**

Councillor T. Forman reported to the committee that there had been a change to the accepted quote we received for the Collins Way development. Upon completion of the full site survey, the depth of one of the safety surfaces was found to be insufficient. The resulting £1000.00 cost increase was discussed and it was agreed to be acceptable for the extra work involved.

### **7. Community Buildings**

Councillor T. Forman asked the committee if they had all received a copy of the updated EPCC Summary Report. The report was noted and a copy of it can be seen at appendix i.

### **8. Trees**

Councillor T. Forman reported the good news that the fire damaged oak tree on Jubilee Fields had been made safe. There was a short discussion about the number of youths that had been seen digging around the base of the trees on the banks of the river. Councillor G. Forman said that there had previously been a bmx cycle track there which the youths were always trying to bring back. Councillor T. Forman proposed forming a volunteer group to remove all of the ivy from around the base of the Council's trees.

### **9. Footpaths**

**9.1.** Jubilee Fields – Councillor T. Forman is to get a quotation to compare with the one received from MacDonald's.

**9.2.** Moorfields – Councillor T. Forman apologised to the committee and informed them that due to an error, the two contractors quoting for the re-routing of the path had not been working to the same specification and MacDonalds would be asked to quote again.

**9.3.** Steps to Jubilee Fields – Councillor E. Wilson asked if there was any progress on the outstanding job to make safe the steps leading on to Jubilee Fields. Councillor G. Forman explained that this was very overdue because Warwickshire County Council, who own the steps, ran out of money. The job was put out to staff volunteers when the covid pandemic happened and the work never started. Councillor E. Wilson asked if, as the steps were in a

dangerous state, could we ask the Town Clerk for permission to block them off. He said there would be no impact as an alternative access was available a few yards further along the footpath.

**10. Allotments**

All four of the allotment sites have reported cases of break-ins and thefts. Allimore Lane allotment holders have bought their own padlock and Councillor T. Forman asked the committee clerk to make sure we have a note of the number for security reasons.

**11. Cemetery**

Councillor T. Forman said that he was going to ask the Town Clerk if she had heard any new from the Justice Department regarding re-using the old cemetery for burials.

**12. Litter Bins**

Our ground staff will continue to replace bins as needed.

**13. Cross Parish Cycle Way**

Councillor T. Forman asked Councillor E. Wilson if he had anything further to report since the last meeting. Councillor E Wilson replied by saying that for the benefit of the committee, the project was now called the Avon and Arrow Greenway project and it was now a charitable and core operation which he thought might have benefits. He also reported that the AGM was due to take place on June 1<sup>st</sup> and that he would be attending as he did not understand where the project was going and that there were questions that needed to be answered. The original cost of the cycleway has been estimated at 4.5 million and would take 12 to 15 years to complete. Councillor Wilson doubted that the cost would remain as originally forecast. Councillor Forman said that although the project would bring benefits to the Town we were not able to back it financially. Councillor Wilson will report back after the AGM.

**14. Correspondence**

**14.1** Application for Scheduled Monument Consent – The committee agreed in principle but did express concerns regarding the height of the flagpole and the reaction of the nearby residents.

**14.2** Free Family Fun Morning – This event was approved subject to proof of insurance and a risk assessment.

**15. Propositions to Full Council**

Proposition to amend the terms of reference item re: frequency of meetings from monthly to bi-monthly.

Proposed to accept the increased quote from Wickstead.

**16. Date of Next Meeting**

20<sup>th</sup> July 2021

**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.*

## **Appendix i.**

- EPCC has reopened to certain user groups in line with government guidelines.
- The car park is opened each day to allow use of the play areas etc.
- Covid Secure arrangements in place and documentation updated where appropriate in line with government guidance e.g. Risk Assessment and Supplementary Conditions of Hire
- Annual Fire Safety Equipment undertaken Wednesday 5 May (a couple of issues identified with emergency lighting. Steve Hine instructed)
- Annual Fire Risk Assessment brought forward to Wednesday 18 May
- General risk assessment booked for week commencing 14 June
- Crockery dishwasher in main kitchen beyond repair- looking into replacement
- Building control issue with SDC remains unresolved due to the Covid crisis. We are liaising via Brian King. It appears SDC are unable to make indoor site visits.

### Bookings (subject to government guidelines):

- Elections and Alcester NDP Referendum 6 May
- NHS Diabetic Eye Screening Service for South Warwickshire area commenced Monday 10 May
- Various activities/groups of Wendy's will restart after 17 May- Computer Group, Repair Cafe
- Slimming World plan to return 20 May
- Greig Working Group/Building Sub Group are meeting here
- Full Council meetings will be held from 1 June
- Parkour- Let's Get a Move on- starting June
- Alcester Male Voice Choir hope to restart June- in smaller groups
- Tae Kwon Do have expressed an interest in returning
- Warwickshire Young Carers have also expressed interest in returning
- We are taking provisional private bookings for private events after 21 June