

THE MINUTES OF THE MEETING OF THE ESTATES & OPERATIONS COMMITTEE HELD ON THURSDAY, 1ST FEBRUARY 2018, AT 7.00P.M. IN THE CIVIC OFFICES, FEN LANE

Present: Councillor C Briggs (Chairman)
Councillors: F W Lee Mrs J Phillips M Rodgers P Roe S Roe
L Thompson

Also attending:
Mrs S E Green – Committee Clerk
C Lewis – Services Supervisor

1. ACCEPTANCE OF APOLOGIES FOR ABSENCE

Proposed by Councillor Mrs Philips, seconded by Councillor S Roe

AGREED

To accept the apologies of the Councillors as listed above.

Unanimous

2. DECLARATION OF MEMBERS' INTEREST IN ANY ITEM

None at this point.

3. APPROVAL OF ESTATES & OPERATIONS COMMITTEE MINUTES DATED 4TH JANUARY 2018

Proposed by Councillor S Roe, seconded by Councillor Lee

AGREED

That the minutes of 4th January 2018, as presented, be accepted as a true record.

Unanimous of those present on 04.01.18

4. ANY COMMENTS AND QUESTIONS ON UPDATED SERVICE STAFF PRIORITY LIST

All Members had received a written report by the Services Supervisor prior to the meeting and were invited to ask questions or make comment. The Services Supervisor had detailed the emergency tree work carried out at St Aiden's Park, when a tree on the bank of the Pike Drain had fallen during the recent high winds. The Services Staff had carried out all other work from fallen trees. Ellis Whittam has carried out their annual Health & Safety visit and the feedback received was extremely good with Health & Safety issues being dealt with correctly. Refurbishment of the dog bins on the parks continues and despite the extremely wet weather conditions the football season is progressing well. Works for repairs and renovation of the Village Green toilets have been investigated and will be dealt with under Item 8. A list of priority tasks to be carried out over the next 3 months was included on the report.

5. MEMBERS REPORTS ON AREAS OF RESPONSIBILITY

Witham Fields: It was noted that the staff had cleared out the Fen Lane dyke.

Cemetery: Councillor Rodgers reported. Looks good.

6. CORRESPONDENCE AND CLERK'S ITEMS

a) The Committee Clerk advised that all directional and information signage had now been ordered for the Hykeham Community Hub & Library and Chapel Fields.

- b) The Committee Clerk advised Members of the 2018 timetable for events to be held on the open spaces areas. Members advised that due to the work programmed for Chapel Fields in Spring 2018, it is not anticipated that any usage of the land will be allowed until 2019.
- c) A request for co-mingled bins to be forwarded to Community Committee by Councillor S Roe.

7. INFORMATION AND COSTS FOR BIN COMPOUND

Costs had been obtained for a treated softwood timber bin store and also for materials from 2 suppliers for the Services Staff to construct in-house. Members suggested that concrete posts be used instead of wooden posts.

AGREED **Proposed by Councillor S Roe, seconded by Councillor Briggs**
That costs up to £900, to include labour, be spent on providing a bin compound.
Unanimous

8. REPORT ON VILLAGE GREEN TOILETS

The Services Supervisor had compiled an extensive report detailing the current annual costs for the provision of the facilities, including utilities and maintenance items. A quotation had been received for items of refurbishment and repair required. Following discussion when it was agreed that a review would take place on the future viability of the facilities it was

AGREED **Proposed by Councillor S Roe, seconded by Councillor Roe**
To approve the purchase of a replacement toilet unit at a cost of £411.75 from Franke, with all other recommendations to be left in abeyance until a full review of the viability of the public toilets is undertaken.
Unanimous

9. QUOTATIONS FOR TREE WORKS IN SHRUBBERIES ON WITHAM FIELDS

Following a request from neighbouring resident 2 quotations had been received from contractors for reduction of various species of trees bordering Witham Fields. Since this Item had been tabled urgent tree felling works had been recommended on the top bank of the Pike Drain on St Aiden’s Park on 1 x Poplar and 1 x Multi-stem Willow and 2 further quotations had been received for this work.

AGREED **Proposed by Councillor S Roe, seconded by Councillor Briggs**
Due to the urgent nature of the tree works required on St Aiden’s Park to accept the quotation of £750, funded by S106 monies, and the work progressed asap. Non-urgent tree works to be considered at a future date.
Unanimous

10. ENTRANCE TO CIVIC OFFICES

This Item to be dealt with by the Finance & Policy Committee.

11. NEW CHAIRS FOR COUNCIL CHAMBER

This Item was not taken.

12. HYKEHAM COMMUNITY HUB – BUILDING AND SITE SERVICES PROVISION

Councillor S Roe updated on issues with the heating system in the Hub and the testing procedure that would take place over a 14-day trial period to ascertain the competency of the heating system installed. The showers will also be run systematically to access their effect on the breeze blocks.

13. REQUEST FOR PRO-RATA REFUND ON PRE PURCHASE OF DOUBLE BURIAL PLOT

Following an approach by a local Funeral Director it was

AGREED **Proposed by Councillor Lee, seconded by Councillor S Roe**
That if requested by the Deed Holder a pro-rata refund of 80% be offered for the 40 years of Exclusive Rights of Burial remaining.
Unanimous

14. FURTHER INFORMATION ON PARISH GRASS CUTTING AGREEMENTS WITH LINCS COUNTY COUNCIL

No further action at this time.

15. ITEMS FOR INCLUSION ON NEXT AGENDA

Income & Expenditure Review, purchase of welding equipment, consideration of PEAR Mapping Software, costs to extend main tarmac path at Cemetery for vehicular and maintenance equipment access purposes.

The meeting closed at 20.10