

**MINUTES OF THE MEETING OF THE ESTATES & OPERATIONS COMMITTEE
HELD IN THE COUNCIL CHAMBER, CIVIC OFFICES ON
THURSDAY 5TH JULY 2018 AT 19.00**

Present: Councillor S Roe (Chairman for this meeting)

Councillors: J Charters N Dillon F W Lee M Rodgers P Roe

In Attendance: Clerk to the Committee: Mrs S Green
Services Supervisor – Mr C Lewis

In the absence of the Chairman and Vice Chairman of the Committee it was

AGREED **Proposed by Cllr Dillon, seconded by Cllr Lee**
That Cllr S Roe be elected as Chairman for this meeting only.
Unanimous

1. ACCEPTANCE OF APOLOGIES FOR ABSENCE AND REASONS GIVEN

Councillors: Mrs J Phillips, C Briggs, B Sellars and E Rigby
Cllr J Charters substituted for Cllr C Briggs

AGREED **Proposed by Cllr Dillon, seconded by Cllr Charters**
To accept apologies for absence received and the reasons given
Unanimous

**2. RECEIPT OF ANY DECLARATION OF MEMBERS' INTERESTS UNDER THE
LOCALISM ACT 2011**

None received at this point.

At this point in the meeting it was

AGREED **Proposed by Cllr Roe, seconded by Cllr S Roe**
That Item 10 on the agenda – Public Convenience Review be taken
following Item 4.
Unanimous

**3. NOTES OF THE COMMITTEE MEETING HELD ON 23RD MAY 2018 BE APPROVED AS
A TRUE RECORD OF MINUTES**

One Member advised that he did not believe the minutes as presented to be a true record and
following a lengthy discussion it was

AGREED **Proposed by Cllr Roe, seconded by Cllr Rogers**
That the minutes, as presented, are incorrect and not a true record
of the meeting on 23.5.18 and are therefore not accepted.
2 for: 1 abstention

**Amendment – To delete the reference to the Chairman's Casting Vote in the third
motion of Item 13 and amend to "Proposed by Cllr Briggs, seconded by Cllr Sellars -
That a temporary closure take place of the Public Conveniences until September 2018 when
the closure will be reviewed to refer to Town Council for a permanent decision - 3 for: 3
against – Councillor Roe and Councillor Lee voted against the motion.**

Proposed by Cllr Roe, seconded by Cllr Rogers

AGREED That the minutes, as amended above, be accepted as a true record.
2 for: 1 abstention

4. ANY COMMENTS AND QUESTIONS ON SERVICE STAFF REPORTS, INCLUDING REPORT ON THE CONDITION OF THE SKATEPARK AND RECOMMENDATIONS OF ANY WORK THAT IS REQUIRED

Service Staff Supervisor Report : Was noted and the Services Supervisor advised of the removal of the damaged monkey bars on St Aiden's Park, the condemning of the monkey bars on Glebe Park and the potential repair or condemning of the helter skelter on the Village Green.

AGREED **Proposed by S Roe, seconded by Cllr Lee**
That potential provision of replacement items of play equipment at both areas be referred to the Community Committee.
Unanimous

AGREED **Proposed by Cllr Charters, seconded by Cllr S Roe**
That any of these items that are removed from the open spaces be referred to Finance & Policy Committee for removal from the Fixed Asset Register.
Unanimous

Skatepark Report: Quotations for the second phase of refurbishment to be brought to the next Committee Meeting on 6.9.18 for decision. Service Staff to carry out necessary maintenance and repairs over the summer period.

Village Green Beck Bridge Report: The condition of the existing bridge and the provision of a replacement had been investigated by the Services Supervisor and it was agreed that quotations be brought back to the Committee Meeting on 6.9.18.

10. PUBLIC CONVENIENCE REVIEW

A lengthy discussion was held regarding the future of the public conveniences on Lincoln Road. The Town Clerk is currently reviewing the level of business rates charged on the building and the Deputy Clerk is reviewing whether business rate relief is available for the building. Ongoing maintenance, staffing and repair costs of the facility were discussed and Members agreed that a consultation with residents take place through the Hykeham Gazette. An article to be placed in the August edition explaining the current situation and asking for feedback for the next Committee meeting on 6.9.18. The recommendations to then be taken to the next full Town Council meeting.

5. REPORTING BY MEMBERS OF ANY ISSUES ON OPEN SPACES

Members were updated on the progress by NKDC regarding the re-opening of the bridge over the Pike Drain. Chapel Fields has now received its first grass cut and a selective weed kill will take place and a second cut. Fencing around the field perimeter will remain in situ until the weed killing has taken place. There have been problems with vandalism on St Aiden's Park which has been reported to the police. Unfortunately a contractor has damaged the fencing along the Pike Drain and this will be rectified by them.

6. DATES FOR TOURS OF OPEN SPACES AND PREMISES

To be arranged possibly during September.

7. CORRESPONDENCE AND CLERKS ITEMS

A) Update on current condition of Allotments and purchase of rotavator: All allotment plots are now occupied with the exception of one plot on Sharp Walk. This plot though trimmed and sprayed off by the Town Council staff will require a lot of work and commitment by any prospective tenant. It has been suggested that the plot will benefit from rotavation.

8. COMMITTEE INCOME & EXPENDITURE REVIEW

Noted. No comments at this point.

Councillor Roe left the meeting at 20.10

9. COMMUNITY HUB ISSUES

Incidents of the loose gravel from the recesses in the Community Hub car park being scattered around the car park and footpaths have been reported on several occasions by staff. To rectify, options were considered and it was agreed that the staff fill the recesses with resin. A meeting with the architects and engineers would take place shortly to discuss Hub issues.

11. ITEMS FOR INCLUSION ON THE NEXT AGENDA

Review of public toilets, Village Green Bridge over Beck, case for purchase of rotavator.

12. TO RESOLVE ON WHETHER THE COUNCIL WILL MOVE INTO CLOSED SESSION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION FOR MEETINGS) ACT 1960 AS AMENDED BY SECTION 100 OF THE LOCAL GOVERNMENT ACT 1972 FOR ITEM 13**

As it was not possible to take Item 13 due to insufficient Members present at this meeting, no closed session took place.

13. CLOSED SESSION NOTES OF THE COMMITTEE MEETING HELD ON 23RD MAY 2018 BE APPROVED AS A TRUE RECORD OF MINUTES

This Item is deferred until the next Committee Meeting.

The meeting closed at 20.30

Action	By whom	By When	Completed
Arrange Annual Tour of Open Spaces & Premises	Committee Clerk	Before next Committee meeting	
Fill in loose gravel inserts in Hub car park with resin	Services Staff	When work schedule permits	
Potential provision of replacement items of play equipment at Glebe Park and St Aiden's Park to be referred to Community Committee	Committee Clerk		Yes
Removed items of play equipment be referred to Finance & Policy Committee for remove from FAR	Committee Clerk	When removed and disposed of	

Quotations to be obtained for replacement pedestrian bridge over the Beck on the Village Green	Services Supervisor	Next Meeting	
Feedback from consultation on Public Conveniences on Lincoln Road	Office	Next meeting	
Quotations for refurbishment of the Skatepark 2 nd Phase	Services Supervisor and Committee Clerk	Next meeting	

