

Ross-on-Wye Town Council

Minutes of the meeting of the **Open Spaces Committee**

held on Monday 25th April 2016 at 7.00pm

at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

Present: Councillors R Mayo (Chairman), N Gibbs and D Ravenscroft

In attendance: Mrs S Robson - Town Clerk and Mrs R Lewis – Deputy Town Clerk

There were two members of the public and no members of the press present.

- OS16/04 54 Apologies for Absence**
Councillor C Bennett – Holiday
Councillor D Lister – Work Commitment

RESOLVED – to accept the apologies given

- OS16/04 55 Declarations of Interest**
Councillor Gibbs declared a Non Pecuniary Interest in Agenda Item 16/04 #62 being a Vice President of Ross Horticultural Society.

- OS16/04 56 Dispensations**
None

- OS16/04 57 Public Participation**
A representative from U3A addressed Members with a number of questions including the planting timetable and progress of the riverside and open space management plan.

- OS16/04 58 To resolve to exclude members of the press and public**
[Public Bodies \(Admission to Meetings\) Act 1960](#)
To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor Mayo
Unanimous

Seconded: Councillor Ravenscroft

RESOLVED – that agenda item 16/04 # 64 ii) ‘Commercial in Confidence’ be treated as confidential and be dealt with after the Public (including the Press) have been excluded.

- OS16/04 59 Open Spaces Committee Meeting Minutes - to confirm and sign the minutes of the previous meeting held on Tuesday 29th March 2016.**
LGA 1972, Sch 12 para41 (1).

RESOLVED – that the minutes of the Open Spaces Committee Meeting held on Tuesday 29th March 2016 be signed as a correct record.

R.M.

OS16/04 60 Action Review Summary – to receive and review outstanding actions
Members received a verbal report on the outstanding actions including

- Floodlights at St Mary’s Churchyard – site visit taken place, awaiting costed proposal
- Drainage Works at Caroline Symonds gardens – awaiting the ground to dry out
- Policy for memorial benches – approved at a total cost of £1100.00

RESOLVED – to receive and note the report and confirm the decision to approve the Memorial Bench Policy.

OS16/04 61 Finance

- i) To consider and approve expenditure of £279.50 for the purchase of thirteen hanging baskets for the Market House from the 2016/2017 Plants Budget.

Proposed: Councillor Ravenscroft
Unanimous

Seconded: Councillor Gibbs

- ii) To consider approval of expenditure to a maximum of £ 250.00 from the Street Furniture Budget to purchase York stone pavements for replacement on the pavement in Broad Street.

Members were reminded this is the site where a dead tree was removed last year. Balfour Beatty (BBLP) intend to tarmac this area but the Committee felt that given its location within a conservation area, better care should be taken to preserve the amenity value. The proposed expenditure is the cost of materials only and BBLP has agreed to install them as their obligation towards the maintenance works. Members were assured this would be a one off as concern was raised about setting a precedent and incurring on-going costs.

Proposed: Councillor Ravenscroft
Unanimous

Seconded: Councillor Gibbs

- iii) To consider and approve a total expenditure of £660.00 from the Grounds Maintenance budget for enhanced works that includes clearing of vegetation to the river’s edge in strategic locations to be carried out in May, July and September at the Rope Walk and Long Acre.

Members were informed this work would involve clearing weeds, nettles and vegetation at ground level that will improve these specific areas in front of the benches along the riverbank.

Proposed: Councillor Ravenscroft
Unanimous

Seconded: Councillor Gibbs

RESOLVED – to approve the expenditure as detailed.

R.M

OS16/04 62 Planting Schemes and Flower Beds

To discuss sponsorship proposal scheme for planting flower beds and tubs and consider signage options and approve costs.

There have been on-going discussions for some time with a local garden centre about how to best manage the scheme this year given the very limited funding the Council has. A proposal has come forward to enable planting costs to be covered by sponsorship by local businesses and organisations which would allow for greater scope of planting within the town. Members were asked to approve for the balance of the budget, up to a maximum of £1700.00, to underwrite the cost of planting if the amount of sponsorship does not reach expectations. The Members considered the list of itemised areas to consider what the priority sites would be if the sponsorship does not meet the likely costs.

7.35pm Standing Orders were suspended to allow members of the public to take part in the discussion about the planting scheme.

7.45pm Standing Orders were re-instated

A formal offer was made on behalf of U3A to take responsibility for the sourcing, planting and maintenance of the three welcome beds at Gloucester Road, Ledbury Road and Wilton Road. The Members agreed that the order of priority should be the Prospect Bed, Wilton Road near the bridge, Caroline Symonds Gardens and the corner of Roman Way.

Proposed: Councillor Ravenscroft
Unanimous

Seconded: Councillor Gibbs

RESOLVED – to approve a maximum budget of £1700.00 to underwrite the planting scheme to be managed by the Garden Store who will be responsible for obtaining sponsorship to cover the costs of planting and signage.

OS16/04 63 Policies and Press Release

i) To consider approval and implementation of the following;

Tree planting and donation policy

Members agreed that further work needed to be done so that locations can be identified and suitable type of trees chosen to complement existing planting. It was anticipated that delegated authority would be given in time to allow officers to make a decision on applications once a management plan was in place but in the meantime requests should be made via the Committee.

Proposed: Councillor Ravenscroft
Unanimous

Seconded: Councillor Gibbs

RESOLVED – to adopt the Tree Planting and donation policy.



Open Spaces Committee Press Release

Members approved the Press Release and asked if photos could be included.

Proposed: Councillor Gibbs
Unanimous

Seconded: Councillor Ravenscroft

RESOLVED – to approve the Press Release for immediate circulation.

OS16/04 64 Open Spaces – Deanhill Park

- i) To discuss the condition of the wall along Alton Street to the boundary with the park and to consider options for repair or replacement.

Members were reminded of the ongoing issue with the wall and its deteriorating condition in certain locations. It is not deemed urgent at present but due to its poor construction the mortar in the wall is eroding and needs further re-pointing. One of the problems in this location is also the traffic movement with the pinch points. A suggestion has been made to try and negotiate with HC to widen the road which would deal not only with vehicular congestion but also improve the drainage and flooding problems. This would mean taking the wall back several meters and enable the wall to be totally rebuilt with the highway improvements. Members recognised this would involve major works and significant costs. It was agreed not to take further action at this time but to pursue this through the local county councillor as a proposed highways project.

The Chairman proposed bringing forward this item to allow the members of the public to hear the debate.

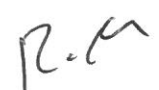
OS16/04 65 Correspondence;

To receive and consider response to the following items of correspondence

- i) Ross on Wye Horticultural Society (RHS) – complaint regarding works to flower beds at Crossfields

Members considered the letter from RHS and felt there had been some misunderstanding which is regrettable. The Committee recognised what a good job has been done so far by the volunteers and it would like to encourage them to continue. However, the Members were disappointed that there has been no progress since late summer, in spite of a request for weed spraying. The need for a formal agreement was discussed to ensure some consistency of maintenance across all voluntary groups. It was agreed to approach the Group to ask if they would like to continue.

RESOLVED – the Clerk was asked to write to RHS on behalf of the Members to approve the request to sow wild flower seeds for this year and to review the success of this approach at the end of the season. Apologies were offered if there has been any misunderstanding and the Members wished to encourage them to continue with their good works.



8.10pm Members of the public left the meeting

OS16/04 64 In view of the confidential nature of the business to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 16/04 # 58 above refers)

Commercial in Confidence

ii) To consider appointing a contractor to install the new fencing and approve the cost from the Deanhill Play Area Maintenance Budget.

It had been initially thought this was a job the amenities staff could do but the workload of the staff has increased with the open spaces that have recently been taken over and the scale of the job would preclude the staff from carrying out this task. Members recognised there was no budget allocated for this work which is a major job. Four contractors have been approached and two estimates have been received, both for a similar value.

Proposed: Councillor Gibbs
Unanimous

Seconded: Councillor Ravenscroft

RESOLVED - to obtain a third quote and that delegated authority be given to the Clerk to make a recommendation to Full Council for authority to spend from the EMR account from the Amenities Contingency.

There being no further business the meeting closed at 8.20 pm


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Chairman

7/6/16
.....
Date

Ross-on-Wye Town Council

Minutes of the meeting of the Amenities Committee
held on Monday 7th June 2016 at 7.00pm
at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

Present: Councillors R Mayo (Chairman), C Bennett, V Coker, N Gibbs, H Lerego and D Lister

In attendance: Mrs R Lewis – Deputy Town Clerk

There were two members of the public and no members of the press present.

A16/06 66 Apologies for Absence
Councillor D Ravenscroft – a prior engagement

RESOLVED – to accept the apologies given

A16/06 67 Declarations of Interest
None

A16/06 68 Dispensations
None

A16/06 69 Public Participation

Two representatives from the Carnival Committee addressed Members with concerns over the long grass at the Rope Walk. This area had not originally been designated as a wild flower area and arrangements will be made for it to be cut.

7.15pm Members of the public left the meeting

A16/06 70 Election of Deputy Chairman

Proposed: Councillor Bennett
Unanimous

Seconded: Councillor Coker

RESOLVED – that Councillor Lerego be appointed as Deputy Chairman to the Amenities Committee.

A16/06 71 To resolve to exclude members of the press and public

[Public Bodies \(Admission to Meetings\) Act 1960](#)

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor Lerego
Unanimous

Seconded: Councillor Bennett

RESOLVED – that agenda item 16/06 # 74 iii and iv and 16/06 # 79 'Commercial in Confidence' be treated as confidential and be dealt with after the Public (including the Press) have been excluded.



A16/06 75 Planting Schemes and Flower Beds
The contractor had now planted all the beds anticipated and would be placing signs on the beds. The design met with approval.
The John Kyrle High School beds had now been made safe and flattened. The DTC was awaiting a reply from JKHS to see if they intended to plant with wild flower seed.
U3A had planted the three welcome beds at the entrances to the town and the signs would be displayed acknowledging their support.

A16/06 76 Churchyard Steps
The refurbishment of the steps in St Mary's Street and Church Street had now been completed and signed off by the architect.

A16/06 77 Caroline Symonds Gardens
The drainage work was due to begin on 8 June 2016.

A16/06 78 Asset Transfer

Proposed: Councillor Coker
Unanimous

Seconded: Councillor Lister

RESOLVED – to recommend to Full Council that a request be made to Herefordshire Council to transfer Homs Road Car Park to the Town Council

A16/06 79 Tree Audit

A comprehensive report had been received from the tree consultant detailing works required both in the short and medium term. There were four trees requiring safety work as soon as possible and one tree in St Mary's Churchyard which had been identified as causing damage to a wall and blocking the floodlights.
Quotes had been received from two tree surgeons.

RESOLVED – to approve expenditure of £1145 from the 2016/2017 Tree Works budget for works to trees as recommended in the tree audit

Proposed: Councillor Coker
Unanimous

Seconded: Councillor Lister

A16/06 80 Spraying
Members suggested that the town centre roads and Wye Street should now be incorporated in to the spraying schedule.

A16/06 81 Herefordshire Council Bin

Proposed: Councillor Lerego
Unanimous

Seconded: Councillor Bennett

RESOLVED – to request Herefordshire Council to move a bin from the Wilton Road Car Park to the Skate Park as requested by councillor Bartrum



A16/06 82 Tree Plaques

Proposed: Councillor Coker
Unanimous

Seconded: Councillor Lister

RESOLVED – to give authority to the clerk to arrange for three standard designs of plaques for the arboretum for clients to choose from.

There being no further business the meeting closed at 8.05pm


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Chairman

5/7/16
.....
Date

Ross-on-Wye Town Council

Minutes of the meeting of the Amenities Committee
held on Tuesday 5th July 2016 at 7.00pm
at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

Present: Councillors R Mayo (Chairman), D Ravenscroft, V Coker, N Gibbs, H Lerego and D Lister

In attendance: Mrs R Lewis – Deputy Town Clerk
There were two members of the public and no members of the press present.

A16/07 83 Apologies for Absence
Cllr Bennett was unwell
RESOLVED – to accept the apologies given

A16/07 84 Declarations of Interest
None

A16/07 85 Dispensations
None

A16/07 86 Public Participation
None

A16/07 87 To resolve to exclude members of the press and public
[Public Bodies \(Admission to Meetings\) Act 1960](#)
To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor Gibbs
Unanimous

Seconded: Councillor Lerego

RESOLVED – that agenda item 16/07 # 90 i, ii and iii ‘Commercial in Confidence’ be treated as confidential and be dealt with after the Public (including the Press) have been excluded.

A16/07 88 Amenities Committee Meeting Minutes - to confirm and sign the minutes of the previous meeting held on Tuesday 7th June 2016.
[LGA 1972, Sch 12 para41 \(1\).](#)

Proposed: Councillor Gibbs

Seconded: Councillor Lerego

RESOLVED – that the minutes of the Amenities Committee Meeting held on Tuesday 7th June 2016 be signed as a correct record.

A16/07 89 Action Review Summary – to receive and review outstanding actions
The report was noted



A16/07 90 Finance

- i) Proposed: Councillor Lister
Unanimous
- Seconded: Councillor Lerego

RESOLVED – to approve expenditure of £2,400 + VAT from the Tree Works budget for works to clear vegetation on the bank along Caroline Symonds Gardens

- ii) Proposed: Councillor Lerego
Unanimous
- Seconded: Councillor Gibbs

RESOLVED – to approve expenditure of £980 + VAT for cutting the perimeter hedging at the cemetery with expenditure to be taken from the 2016/2017 Cemetery Grounds Maintenance budget

- iii) It was agreed to defer a decision until the next meeting and in the meantime obtain further quotes for work to install soakaways from the Wye Street gulleys through Long Acre to the river

- iv) Proposed: Councillor Gibbs
For: 4 Abstentions: 2
- Seconded: Councillor Coker

RESOLVED – to approve expenditure of £230 + VAT from the 2016/2017 Grounds Maintenance budget to repair the collapsing path in the Blake Memorial Gardens

- v) Proposed: Councillor Coker
Unanimous
- Seconded: Councillor Lerego

RESOLVED – to approve expenditure of £410 + VAT to replace the worn stone in the steps by Okells solicitors in St Mary’s Churchyard from the General Maintenance (St Mary’s Churchyard) budget.

A16/07 91 Riverside/Meadow Management

- i) To consider a report following the visit of the AONB to the wildlife areas
Members received a report on findings of the AONB students, photographs of the areas and vegetation and recommendations from the site visit with the AONB.
Points to note:
- a) Recommendations relating to grass cutting regimes and use of sprays are now being carried out by the Grounds Maintenance contractor
 - b) The old boat bed needs to be removed by the site operatives
 - c) Brambles growing over the wall on to the Wilton Road need to be cut back by the site operatives
 - d) There is a group of rare broad leaved helliborines (a type of orchid) growing in Long Acre
 - e) Advice to be sought from the Natural England on riverbank erosion
 - f) Himalayan Balsam needs to be removed. Cllr Mayo suggested organising a working party on Sunday 17 July from 10am to 12 noon



Ross-on-Wye Town Council

Minutes of the meeting of the Amenities Committee
held on Tuesday 6th September 2016 at 7.00pm
at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

Present: Councillors R Mayo (Chairman), D Ravenscroft, C Bennett, V Coker, J Hyde and D Lister

In attendance: Mrs R Lewis – Deputy Town Clerk
There no members of the public or press present.

- A16/09 95 Apologies for Absence**
Cllr Lerego was on holiday – Cllr Hyde was nominated as substitute
Cllr Gibbs had another engagement
RESOLVED – to accept the apologies given
- A16/09 96 Declarations of Interest**
None
- A16/09 97 Dispensations**
None
- A16/09 98 Public Participation**
None
- A16/09 99 To resolve to exclude members of the press and public**
Public Bodies (Admission to Meetings) Act 1960
There were no members of the public or press present
- A16/09 100 Amenities Committee Meeting Minutes - to confirm and sign the minutes of the previous meeting held on Tuesday 5th July 2016.**
LGA 1972, Sch 12 para41 (1).

Proposed: Councillor Coker

Seconded: Councillor Lister

RESOLVED – that the minutes of the Amenities Committee Meeting held on Tuesday 5th July 2016 be signed as a correct record.

- A16/09 101 Action Review Summary – to receive and review outstanding actions**
The report was noted.

Cllr Bennett asked about the fires at the rubbish bins following the carnival. It was agreed that consideration will need to be given to the removal of excess rubbish after events on our sites.



A16/09 102 Finance

- i) Proposed: Councillor Bennett
Unanimous
- Seconded: Councillor Coker

RESOLVED – to approve expenditure of £3,500 (ex VAT) to install soakaways from the Wye Street Gulleys through Long Acre to the river from the general amenities grounds maintenance budget.

- ii) Proposed: Councillor Coker
Unanimous
- Seconded: Councillor Mayo

RESOLVED – to purchase new dog signs for the open spaces for a maximum cost of £300 from the general amenities signage budget

- iii) Proposed: Councillor Lister
Unanimous
- Seconded: Councillor Coker

RESOLVED – to purchase two new square bins at a cost of £760 from the Street furniture budget to replace the Rope Walk bins which will be moved to the Skate Park

- iv) Proposed: Councillor Coker
Unanimous
- Seconded: Councillor Hyde

RESOLVED – to approve expenditure of £1,085 for further works on the willow at Rope Walk from the general amenities tree works budget

- v) Proposed: Councillor Bennett
Unanimous
- Seconded: Councillor Lister

RESOLVED – to approve expenditure of £150 for a new sign at the churchyard gate from the general amenities signage budget

- vi) The chairman explained that an alternative means of securing the sites had been sorted and the purchase of the universal padlocks was no longer necessary.

A16/09 103 Riverside/Meadow Management

Members were delighted to receive the news that a grant for £5,000 had been awarded from Natural England to be used for the riverside management. A report from the AONB was considered which suggested use for the grant which would be within the conditions of the grant and members agreed with all aspects of the report.

A16/09 104 Planting Schemes and Flower Beds

The Deputy Town Clerk would write to thank current volunteers including the Garden Store for their work this year. No3 bed needs a complete soil change and winter planting. DTC will bring costs to next meeting unless the work can be done in house with no additional costs.



The Deputy Town Clerk had circulated two reports outlining options for planting both baskets and borders next year and examples of how other Town Councils look after their planting.

It was agreed that the council should put all planting out to tender and the Deputy Town Clerk would draw up specifications for consideration and approval at the next meeting in order to get costs for next year's budget.

A16/09 105 Red Meadow Car Park Barrier

Clr Mayo reported permissions are still being sought from all the various authorities before the barrier can be put in place. Work has been made on the actual barrier and as soon as the final permission comes through, the barrier will be installed.

A16/09 106 Section 106 Money

Members noted that three sums of money have been paid over by developers to Herefordshire Council for areas which the council now owns.

During discussion it was agreed

- i. that a request for money for capital infrastructure earmarked for Caroline Symonds Gardens and the Rope Walk should be made for the Rope Walk Play Area which is in need of a complete upgrade.
- ii. that a share of the money for capital infrastructure for several play areas in the town should be requested towards work required at the Skate Park (fencing and bottom of the ramps) , Deanhill Park to replace some of the wooden play equipment and towards costs of the Rope Walk Play Area upgrade.
- iii. to suggest to Herefordshire Council that money for either Deanhill Park or Roman Way be given to Deanhill Park where work is required to improve the play surfaces.

The Deputy Town Clerk will contact Herefordshire Council to find out the process for receiving these monies.

A16/09 107 Playground Inspection

A synopsis of the Inspector's report had been circulated prior to the meeting and the contents were noted. Many of the smaller jobs could be undertaken by the sites operatives but the biggest job is to renew various surfaces. The Deputy Town Clerk will get quotes for other works required.

A16/09 108 Railway Park benches

Proposed: Councillor Lister
Unanimous

Seconded: Councillor Hyde

RESOLVED – to apply for a license from Herefordshire Council for two GWR benches at the Railway Park

There being no further business the meeting closed at 8.20pm



Chairman

4.10.16

Date

Ross-on-Wye Town Council

Minutes of the meeting of the Amenities Committee

held on Tuesday 4th October 2016 at 7.00pm

at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

Present: Councillors R Mayo (Chairman), D Ravenscroft, C Bennett, V Coker, N Gibbs and C Utting

In attendance: Mrs R Lewis – Deputy Town Clerk, Nick Critchley – Wye Valley AONB Officer

A16/10 109 Apologies for Absence
Cllr Lerego – Cllr Utting was nominated as substitute
Cllr Lister was on holiday
RESOLVED – to accept the apologies given

A16/10 110 Declarations of Interest
Cllr Gibbs declared a non-pecuniary interest in item #122 as he knew the correspondent
Cllr Mayo declared a non-pecuniary interest in item #124 as he was chairman of the Rope Walk Project group

A16/10 111 Dispensations
None

A16/10 112 Public Participation
None

The Chairman asked that Item, #119 be brought forward so that Nick Critchley could give members a report.

A16/10 119 Riverside/Meadow Management
To receive an update from the AONB

Nick Critchley of the Wye Valley AONB spoke about the grant which he had obtained from Natural England for use to enhance the river bank (a SSSI) in Ross in partnership with the Town Council.

Having met with representatives of both Natural England and the Environment Agency Nick outlined what they would accept in terms of work on the river bank.

The three methods which will all help alleviate erosion, open views and increase natural habitats suggested were:

- i) Willow Spiling – this method (a form of weaving natural green willow) would be used to provide access points to the river in consultation with anglers who have a right of access to the water. Platforms on two levels (high water and low water) could be created. All materials required are already available on site.
- ii) Age structure on the riverbank – by use of coppicing willow and allowing the ends of the trees to grow into the water to give pools of still water to encourage different habitats.
- iii) Pleaching – a method of pruning or cutting down a tree but leaving it attached but bent over. The top end of the tree is then fixed to the riverbank and vegetation grows from the horizontal trunk. This again provides slack water. The method can be used with willow and alder.



Nick would get quotes for the various works from both commercial contractors and Natural England and get back to the Deputy Clerk. He anticipates that there may only be sufficient funds for a small amount of each of the three projects but hopefully they may be more money to continue in future years once the results have been seen. He also added that the Wye at Ross could be used as an exemplar for others riparian owners to learn about good practice. The money must be spent before March 2017 so work would have to be completed by the end of February.

Proposed: Councillor Bennett

Seconded: Councillor Coker

RESOLVED – that Nick Critchley obtain prices for spiling, coppicing and pleaching for final agreement by the committee at the next meeting

At this point Nick Critchley left the meeting.

A16/10 113 To resolve to exclude members of the press and public

Public Bodies (Admission to Meetings) Act 1960

There were no members of the public or press present

A16/10 114 Amenities Committee Meeting Minutes - to confirm and sign the minutes of the previous meeting held on Tuesday 6th September 2016.

LGA 1972, Sch 12 para41 (1).

Proposed: Councillor Gibbs

Seconded: Councillor Coker

RESOLVED – that the minutes of the Amenities Committee Meeting held on Tuesday 6th September 2016 be signed as a correct record.

A16/10 115 Action Review Summary – to receive and review outstanding actions

The report was noted.

The Deputy Clerk reported that the hedges at the Cemetery were currently being cut by a team of 6 men who appeared to be doing a good job.

Cllr Ravenscroft asked that when approving events on the open spaces, a consideration is given to the provision of sufficient toilets for the event.

A16/10 116 Budget 2016/2017

Members had been circulated with an up to date budget which showed that all spending to date was within budget. The report was accepted.

A16/10 117 Finance

i) Proposed: Councillor Coker
Unanimous

Seconded: Councillor Utting

RESOLVED – to approve expenditure of £600 (ex VAT) to remove stumps left from tree works at Long Acre and on the bank at Caroline Symonds Gardens from the tree budget.

ii) The Deputy Clerk was asked to obtain further quotes and investigate further into the reasons for purchasing a metal fence rail around the skate park.

iii) Proposed: Councillor Bennett
Unanimous

Seconded: Councillor Coker

Cllr Mayo agreed that if this was the case he would try to negotiate that the time saved by Herefordshire Council could be used elsewhere. A quote of £1,600 p.a. had been received from the Town Council's contractor for carrying out such work.

Proposed: Councillor Bennett
Five for and one abstention

Seconded: Councillor Gibbs

RESOLVED – to include an amount of £1,160 in the 2017/18 budget in order maintain the entrances to the town at Wilton Road, Ledbury Road and Hildersley and to request a licence from Herefordshire Council and carry out the work.

A16/10 122 Trees at Crossfields

To consider correspondence from residents of Daymerslea Close

Members had received copies of correspondence from residents of Daymerslea Close regarding trees at Crossfields overhanging their gardens.

One of the trees, a sycamore, had been included in the March tree audit as requiring monitoring but others had not been included.

Proposed: Councillor Coker
All in favour

Seconded: Councillor Mayo

RESOLVED – to have the trees along the boundary surveyed by the contractor who carried out the Council's tree audit in March 2016

The Deputy Town Clerk would write to the correspondents to explain the action to be taken.

A16/10 123 Skate Park

To consider and approve costs of repairs to the edges of the ramps as detailed in the Inspection Report

The Deputy Clerk was awaiting information from the skate park installers on the best way to repair the concrete strips.

A16/10 124 Rope Walk Playground

To consider options for the Rope Walk Playground and work needing to be done in the next 12 months

Cllr Mayo explained some of the background to the Rope Walk Project whereby a group of interested people had got together to raise money to enhance the Rope Walk Playground. Cllr Mayo felt that a "destination playground" would be ideal at this location and would encourage visitors to the Rope Walk and town.

Some money would be in the budget next year but much would need to be found elsewhere, a small amount coming from Section 106 monies, some from money already raised and some from possible grant funding. He suggested a working party be set up with a view to considering proposals for a playground, some designs of which were available to view at the meeting, and applying for grants.

It was agreed that existing equipment should be maintained and kept in a safe condition.


Proposed: Councillor Bennett
All in favour

Seconded: Councillor Gibbs



RESOLVED – i) to set up a working party to include Cllr Mayo and any members of the original Rope Walk Project group to look at improvements to the Rope Walk Playground and ii) to purchase a new seat for the springy rocker at a cost of £104.12 plus delivery.

There being no further business the meeting closed at 8.40pm


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Chairman

1/11/16
.....
Date

Ross-on-Wye Town Council

Minutes of the meeting of the Amenities Committee

held on Tuesday 1st November 2016 at 7.00pm

at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

Present: Councillors R Mayo (Chairman), C Bennett, V Coker, H Lerego and D Lister,
Ex Officio Members - Cllrs D Ravenscroft & N Gibbs

In attendance: Mrs R Lewis – Deputy Town Clerk

A16/11 125 Apologies for Absence

[Local Government Act 1972 s85 \(1\)](#)

To receive and approve any apologies for absence

None

A16/11 126 Declarations of Interest

[Local Authorities \(Model Code of Conduct\)](#)

To receive any declaration of Councillors' interests

None

A16/11 127 Dispensations

To receive any written dispensations from Councillors declaring an interest

None

A16/11 128 Public Participation

None

A16/11 129 To resolve to exclude members of the press and public

[Public Bodies \(Admission to Meetings\) Act 1960](#)

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted

There were no members of the public or press present

A16/11 130 Amenities Committee Meeting - Minutes

[Local Government Act 1972 Sch 12 Para 41\(1\)](#)

To confirm and sign the minutes of the previous meeting held on Tuesday 4th October 2016

Proposed: Councillor Coker

Seconded: Councillor Gibbs

RESOLVED – that the minutes of the Amenities Committee Meeting held on Tuesday 4th October 2016 be signed as a correct record.



A16/11 131 Action Review Summary
To receive and review Outstanding Actions Summary

The report was noted and in addition:

- i) Members asked the Deputy Clerk to find out whether LEDs were compatible with the existing floodlighting at St Mary's Churchyard.
- ii) Cllr Mayo reported that the Working Party for the Rope Walk Playground had been set up, had met and had agreed a supplier and design for new equipment for the toddler area at a cost of £50,000. They would be looking at ways to raise the money.
- iii) The Deputy Clerk was asked to add the Riverbank Management to the Action Review Summary.

A16/11 132 Budget
To consider for recommendation to Full Council the 2017/2018 budget for the Amenities Committee

Members went through the draft budget line by line and suggested minor alterations: Parish Lengthsman and P3 figures were altered to reflect the exact amounts confirmed by Balfour Beatty.

It was felt that an amount for telecommunications should be included.

Members decided to reduce the amount for Cemetery Grounds Maintenance.

The overall budget total would remain the same.

7.48pm *Cllr Ravenscroft left the meeting*

There was no further discussion on the draft budget.

Proposed: Councillor Lerego
Unanimous

Seconded: Councillor Coker

RESOLVED – to recommend the Amenities draft 2017/2018 budget to include the alterations listed above for approval by Full Council.

A16/11 133 Parish Lengthsman

- i) To receive a report from the Parish Lengthsman of work undertaken to date

The report was noted.

- ii) To consider re-joining the Parish Lengthsman and P3 Schemes in 2017/18

Proposed: Councillor Gibbs
Unanimous

Seconded: Councillor Lister

RESOLVED – to apply to re-join the Parish Lengthsman and P3 Schemes in 2017/18



A16/11 134 Finance

- i) To consider a recommendation from the Parish Lengthsman to carry out a full maintenance programme to clear out the footway ACOs (pavement drainage channels) in readiness for the winter at a cost of £650 from the Lengthsman Budget

Proposed: Councillor Lerego
Unanimous

Seconded: Councillor Bennett

RESOLVED – to request the Parish Lengthsman to carry out a full maintenance programme to clear out the footway ACOs (pavement drainage channels) at a cost of £650 from the Lengthsman Budget

- ii) To approve expenditure for contract works to the hedge on the highways boundary to Crossfields from the Grounds Maintenance Budget

Proposed: Councillor Lister
Unanimous

Seconded: Councillor Coker

RESOLVED – to approve expenditure for contract works to the hedge on the highways boundary to Crossfields at a cost of £300 from the Grounds Maintenance Budget.

- iii) To consider a recommendation from the Parish Lengthsman for topping the hedges at the Town Cemetery and approve expenditure from the Grounds Maintenance Budget

Members would revisit this in January.

- iv) To agree to advertising in the Hereford Times at a cost of £147 from the Advertising Budget

Proposed: Councillor Bennett
Unanimous

Seconded: Councillor Coker

RESOLVED – to approve expenditure of £147 from the Advertising Budget to advertise the Planting Scheme in the Hereford Times.

- v) To approve expenditure for building up the bank by the bollards at Long Acre from the Grounds Maintenance Budget

The Deputy Clerk reported that following discussions with the Lengthsman, this work would be included with the drainage works at no extra cost.

A16/11 135 Change of Meeting Date

To approve changing the date of the January meeting from 3 January to 10 January 2017.

Proposed: Councillor Lerego
Unanimous

Seconded: Councillor Lister

RESOLVED – to change the date of the January meeting from 3 January 2017 to 10 January 2017.

There being no further business the meeting closed at 8.03pm


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Chairman

10/1/17
.....
Date