

LYDNEY TOWN COUNCIL

AMENITIES COMMITTEE

Minutes of the Meeting held in Council Chambers,
Claremont House,
Lydney on
Monday 16th October 2023 at 7.00 pm

PRESENT: Councillors S Holmes (Chair), T Saunders (Vice Chair), R Holmes,
P Johns, M Jones and W Osborne

Also Present: M Greenfield (Town Clerk)
L Bendall (Assistant Clerk – Minute Taker)

Members of the Public: None

Councillor S Holmes welcomed all present and gave the usual 'housekeeping' announcements.

OPEN FORUM

There were no members of the public present.

1. **APOLOGIES**

Apologies were received from Cllrs Harris and Taylor.

2. **DECLARATIONS OF INTEREST**

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with Lydney Town Council's current Code of Conduct in respect of Members

There were none.

3. **MINUTES OF PREVIOUS MEETINGS**

To approve as a correct record the Minutes of the Meeting of the Amenities Committee held on **Monday 17th July 2023**

The minutes of the Meeting of the Committee held on the Monday 17th July 2023 were confirmed as a true record, subject to removal of the second paragraph under Agenda Item 6 Bus Shelter at Taurus Crafts proposed by Cllr S Holmes. Majority vote – 1 Abstention.

Resolved: Minutes, as a true and accurate record, subject to removal of second paragraph under Agenda Item 6 Bus Shelter at Taurus Crafts.

4. **TOWN CLERKS REPORT**

To note the Town Clerk's report

The Town Clerk's report was received and Noted.

It was noted that the location of a new defibrillator had been approved by Holy Trinity Church, Primrose Hill, Lydney to locate a unit at that location.

The clerk is applying for a defibrillator through the British Heart Foundation.

The new bus shelter outside Taurus Crafts, the clerk is to approach GCC to obtain costings for installation of a new bus shelter.

S Holmes 15.01.24 5

LYDNEY TOWN COUNCIL

5. **SUMMER BEDDING PLANTS 2024**

To receive and approve a quote for Summer Bedding Plants 2024

The committee received a quote from Coinros for the Summer bedding plants for 2024 totalling £3,818.28.

Cllr S Holmes proposed the quote from Coinros for £3,818.28 be approved. Unanimously Agreed.

Resolved: Coinros quote of £3,818.28 for summer bedding plants is approved.

6. **DRAFT AMENITIES BUDGET FOR THE FINANCIAL YEAR 2024/25**

To receive and consider Draft Amenities Budget for the financial year 2024/25

Following review, the following comments were made:

Budget Code	Comments
4449 Amenities General 4845 General Amenities	2 nominal codes titled General Amenities – clarification needed Total £15,200
4450 Grass cutting	Check contract, if costs to remain leave at current budget at £14,200
4455 Litter Picking (Play areas)	Check contract details for any increases due.
4465 Litter Picking (Dog Waste)	Check contract details for any increase due.
4470 Dog Bins/Signs	Increase budget by £200 (from £800 to £1,000 total)
4475 Parking Provision	Remove from 2024/25 budget Parking Provision Nominal Code
4480 Grit Bins	Remains as £500
4485 Street Furniture/Fingerposts	Increase by £1,000 (from £1,000 to £2,000 total)
4490 Floral Display	Increase by £1,000 (from £7,000 to £8,000 total) Need to check other local companies contributing to the floral display of the town
4495 Wild Flowers	Remain at £1,550 Wild Flowers – It was suggested that the Head Gardner could consider mixing Yellow Rattle seed with wild flower mix and that it should be scattered away from hedges

Cllr S Holmes left the meeting at 7.50pm.

Cllr T Saunders chaired the meeting.

Cllr S Holmes returned to the meeting at 7.52pm and resumed chairing.

S Holmes 15-01-24

LYDNEY TOWN COUNCIL

4505 Bulbs	Remains at £600
4510 Trees (Tree Inspection)	£5,000 Head Gardner to review draft budget
4515 Machinery/Tools Gen Repair	Remains at £4,000 Add to EMR and for Head Gardner to review draft budget
4610 Play Area Maintenance	Remains at £1,750 Work in the Mesne for play equipment to journal to Play Area Maintenance. Head Gardner to review draft budget
4615 Noticeboards	Remains the same £1,100. Committee looking to locate noticeboards at allotment site: improve council noticeboards (repair/replace): identify appropriate locations in new estate for noticeboards: consider Primrose Hill and noticeboard locations
4625 Town Spraying	Remains £600
4771 Arts Activities	Remove as already accounted for in Events budget
4830 Sensory Garden	Move any underspend to Earmarked Reserves at the end of the financial year
Note	Events Budget including Art, Christmas, Easter & Community to be moved to Amenities and increased to £32,000 Christmas Lights to be moved from within Events and renamed Christmas Lights Illuminations
Allotments	
1300	Allotment rent remains. Leave as 0.75p per square metre from 2023 for 12 months. To be added to Agenda for January Amenities Committee meeting for discussion.

It was noted that this is a working draft budget and will be reviewed again within a future scheduled Finance & Scrutiny Committee meeting.

7. **LYDNEY MARKET PROPOSALS**

To receive an update on Lydney Market proposals.

The clerk updated Councillors following a meeting held on 13th October 2023 at Newerne Street Car Park regarding holding a Saturday market.

The suggestion is for an initial 6-month trial period with 3 traders being used, initially.

This item has been added to November Council meeting for further discussion and resolution on moving this forward.

S Holmes 13-01-24 7

LYDNEY TOWN COUNCIL

8. DEFIBRILLATOR INSTALLATION AND GUARDIAN AGREEMENT

To review and approve the draft Defibrillator and Guardian Agreement.

It was noted that Council was currently trying to obtain funding for a new defibrillator. A number of other sites have been identified as suitable places for defibrillators to be installed.

Installation at other sites across the town were discussed, including locations of Orchard Road, New Co-op, new housing estates

Cllr S Holmes proposed the Defibrillator and Guardian Agreement be approved and that Council cover the cost of installation and annual running cost incurred to regulate the temperature within the defibrillator case.

Unanimously Approved

Resolved: That the Defibrillator and Guardian Agreement is approved subject to the inclusion that Council will cover the cost of installation and annual running cost incurred to regulate the temperature within the defibrillator case.

9. COUNCILLOR REPORTS.

To note *URGENT* Councillors Reports on matters relevant to the remit of this Committee.

Cllr T Saunders gave an update on the Christmas Event scheduled for Friday 1st December, presents have been ordered and work is being undertaken on creating the Booking Form.

Cllr Saunders will arrange a meeting with the Events Working Group to enable further planning.

It was noted that the Events Team are currently working on finalising the details of the upcoming Remembrance Parade and Fireworks Event.

Cllr S Holmes expressed how wonderful the Sensory Garden was looking and to thank the Grounds Team for their hard work.

Cllr T Saunders thanked Cllr S Holmes on the work undertaken to obtain the plants for the Sensory Garden and trees to be planted within Lydney and local schools.

10. DATE OF NEXT MEETING

Monday 15th January 2024 at 7.00pm at the Council Chambers, Claremont House, High Street, Lydney

Meeting ended at 8.35pm

Chair

Date 15-01-24