

LYDNEY TOWN COUNCIL

AMENITIES COMMITTEE

DRAFT - Minutes of the Amenities Committee Meeting held in Council Chambers,
Claremont House,
Lydney on
Monday 20th July 2026 at 6.00pm

PRESENT:	Councillors T Lindsay (Chair), C Harris, R Holmes, S Holmes, M Jones (6.35pm), T Saunders and E Taylor
Also Present:	Catherine Lines – Clerk & RFO Louise Bendall - Deputy Clerk & Minute Taker Leanne Gay – Senior Administrator
Absent:	Cllrs S Cave and C Evans
Members of the Public:	No members of the public were present

Cllr Lindsay gave the usual housekeeping announcements and thanked previous chair, Cllr S Holmes, for her support and hard work.

	<u>OPEN FORUM</u>
	No items raised
1.	<u>APOLOGIES</u>
	Apologies were received and noted from Cllr P Johns.
2.	<u>DECLARATIONS OF INTEREST</u>
	To received 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 no declarations of interest made
3.	<u>MINUTES OF PREVIOUS MEETINGS</u>
	To approve as a correct record the minutes of the Amenities Committee meeting held on Monday 27 th April 2026 Chair proposed for the minutes of the meeting of the Committee held on Monday 27 th April 2026 be accepted as read and correct. Resolved: Unanimously Approved
4.	<u>TOWN CLERK'S REPORT</u>
	To note the Town Clerk's report The Clerk's report was received and noted
5.	<u>COUNCILLORS REPORTS</u>
	To receive URGENT Councillors Reports on matters relevant to the remit of this Committee. No reports were received or raised

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6. PLAYPARK ROSPA & MAINTENANCE REPORTS

To receive and note the annual ROSPA playpark inspection reports
The Playpark inspection reports were received, and the recommendations below were noted. It was clarified that any identified remedial works will be undertaken in-house or by an external contractor. Clerk advised members that the reports will be discussed as part of their fortnightly meetings with the Head Groundsman.

Playpark	Recommended Work
Beauchamp Meadow	Swing Toddler – 1 Bay 2 Seat – remove shackle bolt and shackle pin wear, replacing as necessary
Court Road	Pedestrian Gate – adjust the gate to ensure at least a 12mm throughout the gate to remove possibility of entrapment Litter Bin – treat and repair corrosion to bin
Faller Fields	Litter Bin – item has corrosion – replace Signage – projecting bolt thread (cut off and file down) Toddler Swing – Replace cap (missing) Cat Rocker – bolt cap damaged - replace
Summerleaze	Seating bench – ground erosion – repair the worn areas Litter Bin – item not secure – secure Play Boat – ground erosion – consider adding grass matting, natural splits/shakes in the timbers – do not fill – monitor and sand back any splintered edges as required Play Panel – Tile Slide – replace missing parts and cap Talk Tubes – bolt cap missing - replace
The Mesne	Pedestrian Gates – ground erosion and mechanism needs adjustment Mixed Swing – check shackle bolt and bush and shackle pin wear, tighten connecting nuts, swing seat is damaged Goal Post – ground erosion, item is bent Play Feature – Brazier – further inspection and monitoring Multi-play – some fixture loose – tighten Rocking Horse – replacing missing parts, file down to remove sharp edges on bolt, treat and repair corrosion, oil/grease bearings Slide – ground erosion

7. DONATED DEFIBRILLATOR

To consider a defibrillator donated to the Council and determine whether it should be installed at a Council-owned location or donated to a suitable local organisation for community use.

Following a review of the location of known defibrillators in and around Lydney, it was proposed (CH) and seconded (TS) to approach the Co-op at the top of Highfield Road to seek permission to install the defibrillator on the outside of their premises. Should this not be agreed, the RMA dealership would be approached instead. The Council will fund an appropriate external cabinet and undertake weekly checks.

Resolved: Unanimously Approved

Members noted that a donated defibrillator for the Angling Club remains in the office. It was agreed that the office will contact the Angling Club to arrange collection and request an update on when the defibrillator is to be installed.

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8.	<u>CHRISTMAS EVENT</u>
8.i	To approve purchasing additional Christmas lights for outside of the Town Hall. Following discussion, it was proposed (RH) and seconded (CH) to approve, in principle, the purchase of additional Christmas lights for the exterior of the Town Hall, subject to further discussions with the Town Hall Committee to establish whether it wishes to make a financial contribution. Quotations for the additional lights will be obtained and presented to the Council at its September meeting for consideration and approval of the final costs. Resolved: Unanimously Approved
8.ii	To approve purchasing shelving and storage boxes for within the grotto. It was proposed (RH) and seconded (SHo) to delegate purchasing appropriate shelving and storage boxes for improved storage within the grotto to Chair, Vice-Chair and Senior Events Officer with a maximum spend limit of £300. Resolved: Unanimously Approved Committee members were advised that a local company had agreed to donate and install new red carpet within the grotto. It was noted that the new storage to be purchased would be durable and portable, allowing for easier movement and use during the Christmas event.
8.iii	To approve purchasing a small gazebo. It was proposed (CH) and seconded (SHo) to approve the purchase of a small gazebo for use at the Christmas event. The appropriate size will be determined prior to purchase, with a maximum budget of £100.00. Resolved: Unanimously Approved
	<i>It is noted that Cllr M Jones joined the meeting at 6.35pm</i>
8.iv	To consider the current Christmas lights contracts (with a view to consolidate into a single contract). Following discussion, it was proposed (CH) and seconded (TS) to approve using a single contractor, Oakey & Sons, for installation, storage and PAT testing of the town's Christmas lights subject to confirmation that the price quoted was for a 3-year fixed price contract. Resolved: Unanimously Approved
9	<u>TAURUS ROUNDABOUT CLEARANCE</u>
	To receive and consider quotes for clearing/maintenance work on the roundabout at Taurus Crafts. It was noted that the Council holds a cultivation licence for the shrubbery and trees planted on the roundabout, meaning it is legally responsible for the maintenance of the plants, trees and shrubs. Following discussion, it was proposed (TS) and seconded (SHo) to approve the quotation from TrunkArb in the sum of £2,058 to remove all vegetation and shrubbery and reduce the hedges to approximately one foot in height, thereby improving highway safety by increasing visibility. It was further proposed to explore rescinding the cultivation licence with Gloucestershire Highways. Resolved: Unanimously Approved

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10.	<u>ALLOTMENTS</u> To receive an update on the allotments, including current tenancy holders, tenancy enforcement, and rental arrears, and to consider and agree any future actions. Following an update, the Committee was advised of the processes in place and the allotments currently under review. An update was also provided on the outstanding invoices, which continue to be actively pursued. The Grounds Team will continue to maintain the site, ensuring that pathways and communal areas are kept tidy and that the water bowers are filled weekly. It was noted that further promotion of the community plot is required. It was agreed that a further update would be provided at the next Amenities Committee meeting in October.
11.	<u>BEAUCHAMP MEADOW PLAY PARK</u> To receive quotes and approve to repair a hole in the matting at Beauchamp Meadow play park. It was proposed (TS) and seconded (SHo) to approve the quote from Copeland Maintenance for £217.20 to repair the matting within Beauchamp Meadow Playpark. Resolved: Unanimously Approved
12.	<u>WOOD, FIRE & FOOD HOLIDAY ACTIVITY SESSION – 18 AUGUST 2026</u> To consider a request from Wildings ED CIC (part of FVAF programme) to hold a Wood, Fire & Food outdoor educational session on the Mesne. Following a lengthy discussion, it was proposed (CH) and seconded (RH) to not approve the Wood, Fire and Food Holiday Activity Session to be held on the Mesne. Resolved: Unanimously Not Approved
13.	<u>REMIT OF COMMITTEES</u> To review, update and approve the Remit of Committees, with particular reference to the Amenities Committee. The Remit of Committees relating to the Amenities Committee was fully reviewed, with the following amendments proposed by (TS) and seconded by (CH): • Removal of item 5.7 the provision and maintenance of any football pitch/cricket pitches (as may be applicable) • Removal of the wording hanging baskets as council no longer maintain any • Removal of wording (in conjunction with Lydney in Bloom) • Under Promotion section remove the wording Centre Resolved: Unanimously Approved
14.	<u>DATE OF NEXT MEETING</u> Monday 19 th October 2026, time to be confirmed, at the Council Chambers, Claremont House, High Street, Lydney Meeting ended at 7.20pm

Chair

Date