

## **ASSET AND AMENITIES WORKING GROUP**

**11<sup>th</sup> OCTOBER, 2017**

### **MINUTES**

#### **Present:**

Cllr. Russell Tillson, chairman  
Cllr. Roger Wilkins  
Cllr. Denise Meyers  
Gillian Smith, Clerk to the Parish Council  
4 members of the public.

#### **Apologies:**

Cllr. Arran Harvey – working  
Cllr. Ian Meyers – working

#### **Minutes:**

Minutes of the meeting held on 26<sup>th</sup> July were considered. Clerk tabled copies of two letters from Mrs. McCreedy. Chairman agreed to accept as accurate the quote in Mrs McCreedy's letter 'Majority of play equipment was installed with funding achieved by Dymchurch Parish Plan Action Group'. All agreed.

#### **3. Footbridge at recreation ground:**

Communication has been sent to the farmer suggesting a footbridge be erected to join the recreation ground with a public footpath on neighbouring farming land. No response received to date, Denise suggested another letter be sent. All agreed.

#### **4. Recreation ground play equipment maintenance:**

SDC has been contacted several times regarding a replacement zip-wire, while two further maintenance issues have been reported. The manager of the department is no longer employed at SDC hence the delay in matters being attended to. The zip-wire is at SDC awaiting installation.

The cost of the zip-wire is £1200, a new swing seat is £400 and roundabout bearing unit is £980, plus installation costs.

#### **5. Pavilion asbestos report and Control of Asbestos Regulations 2012**

Asbestos has been found in four places at the pavilion; loft-floor, lobby ceiling, cylinder and roof tiles. A cost for removal has been professionally estimated at £4000+vat.

The report states: Due to excessive deterioration of materials in the area, it is recommended that the area is restricted until remedial actions have been carried out in accordance to Control of Asbestos Regulations 2012.

Other non-compliance issues at the pavilion were discussed; Access and Equality Act 2010, the requirement for W.C. facilities to be accessible inside the premises and the requirement that hirers must have their own insurance (to use a building that is non-compliant with current legislation).

Clerk informed that a cost of £120,000 was identified in 2013 to put the pavilion in a state of reasonable repair. In June 2016, a unanimous council decision was made that no further capital expenditure be allocated to the building.

The working group is of the view that council should not engage to remove the asbestos and will recommend to Council that it should not lift the current embargo on further capital expenditure on the building.

#### **6.Children's Beach Entertainment:**

Beach entertainment has been a tremendous success with several communications received praising the council for engaging entertainers during the summer school holiday. The working group unanimously supports that the entertainment be secured for next season. Should council agree, clerk requested to meet with Living History Workshops to secure for August 2018.

#### **7.Car park revenues 2017 season:**

Clerk informed there has been IT failure at the office since 2<sup>nd</sup> October and therefore could not provide this information. Income was down by some £5K during August due to inclement weather.

#### **8.Progress on deeds to council office:**

Communication with neighbouring property has not progressed since April, despite DPC solicitor sending two reminder letters. The working group supported the parish council formulating a letter (subject to approval by the council's solicitor) to be sent direct to the property owners asking if there is still a desire to change the covenant. The letter will request a response in writing within a four week time scale. It will be necessary for the parish council to obtain a valuation on the property by the District Valuer. Once a response has been received, council will be able to plan for an office move or renovation of the present office.

#### **9.Millennium Clock:**

In recognition that the millennium clock will not last forever, it was suggested that a budget be incorporated into the annual revenue budget to start to allocate funds towards a replacement. A site will need to be identified to ascertain what type of clock could be installed. Clerk to investigate costs for different types of clocks.

#### **10.Adaptation of rear entrance to War Memorial:**

Following a request from a representative of The Royal British Legion, costs for a rear disabled entrance have been established. A disabled ramp will require planning permission requiring plans to be drawn up and submitted, while the memorial is in a conservation area which could raise objections. The wall surrounding the memorial is considered historic value although Historic England has confirmed it is not listed. The project would require a budget of approx. £6000. Working group supported a letter to be sent to The Royal British Legion to enquire if it would be willing to fund/joint-fund the project.

#### **11. Renovation of area adjacent to picnic tables:**

Denise agreed to provide a sketch of proposals for the area to enable the clerk to present to the EA for consideration.

#### **12. Further information from consultants:**

No further information is required from the consultants and no further advice has been commissioned.

#### **13. Options paper timescale and subsequent public consultation:**

In June, 2016 it was considered that the overall plan for the council's assets and acquisitions should be delivered over a period of ten years. Information is now available that will provide for an options paper to be produced for residents' views. The options paper will be presented to Council in due course and, once approved, its key findings and recommendations will be printed and distributed to all households in the parish.

#### **14. Any Other Business:**

Office telecommunications: the telephone system is archaic and should be replaced. Clerk to obtain costs. Cllr. Tillson would like the first A&A meeting in the New Year to be dedicated to office renovation. Budget provision to be made for modernisation. Cllr. Denise Meyers has received requests from children for the installation of ordinary swings at the play park. Clerk to obtain costs.

Date of next meeting: 20<sup>th</sup> December, 2017

#### **Recommendations to Council:**

- 1. That the Minutes be accepted.**
- 2. That council approves the budget for maintenance to the play equipment.**
- 3. The working group is of a view that no further expenditure should be made to remove the asbestos in the pavilion, but to ask Council if it wishes to lift the present embargo on no further capital expenditure on the building.**
- 4. That council engages the Children's Entertainment for 2018.**
- 5. That Council supports a letter be sent to the owner of the neighbouring property regarding the pre-emption agreement to the council's premises and a valuation be undertaken by the District Valuer.**
- 6. That budget provision be made annually to provide for a replacement clock.**
- 7. That Council supports contact be made with The Royal British Legion with a view to that body joint funding a disabled access at the Memorial.**
- 8. Budget provision be made for a new telephone system at the office and for renovation.**