



**MINUTES OF MEETING OF AMENITIES COMMITTEE**  
**18 September 2023**  
**10:00, Woolton Hill Church Hall**

**Chairman:** Cllr Rand (Chair)  
**Present:** Cllr Cooper, Cllr Hurst  
**Clerk:** Amy White

**1. Welcome and apologies**

Cllr Rand welcomed everyone to the meeting.  
Apologies from Cllr Roots were accepted.

**2. Declarations of Interest**

None.

**3. To Agree Minutes of Previous Meeting**

The minutes of the meeting held on 21 August 2023 were agreed and signed by the Chairman, Cllr Rand.

**4. Actions from Previous Meeting**

Date	Action
21/08/23	Clerk to investigate CAPDP funding towards the end of 2023/34 with support from the Ranger – <a href="#">ongoing action to end of financial year.</a>
21/08/23	Cllr Hurst and Clerk to clarify s106 contract with regards to any land sale and useage restrictions. <a href="#">Actioned. Also see planning Minutes 04 September.</a>
21/08/23	Clerk to agree the quote with Cybertronix for 3 replacement cameras. <a href="#">Actioned.</a>

**5. To discuss and to make a decision on whether to proceed with quotes for the following:**

- a) French drain in WH recreation ground

*Quote received: £3778 Excl VAT*

It was decided the quote was too high and the work isn't part of necessary repairs or maintenance identified at the moment.

**Action:** Clerk to ask Scofell to add an extra spray/clean of WH tennis court.

- b) Picket fencing at WH recreation ground car park

*2 quotes have been received: £3324 and £2780 Excl VAT*

Due to the difference in quotes, it was felt necessary to get a further quote to enable a better comparison.

**Action:** Clerk to get one more quote for the fencing at WH car park.

- c) New gate closures at both ends of parish field and replacement of damaged stock fencing

*Quote received: £922*

The committee liked the option of the gate closures but was still unsure if it was the correct one.

**Action:** Clerk and Cllr Rand will get a further quote for the parish field gates.

- d) Tree planting x 5 nr Doctor's surgery in Parish Field, incl tree protection.

*Quote received: £1181*

It was decided that another quote was needed for comparison.

It was decided that the Committee should investigate grant options for the purchase of trees.

**Action:** Cllr Roots to ask Penwood Nurseries if they would provide a quote for planting.

**Action:** Recommendations and total potential spend will be sent to Finance Committee for consideration in the 24/25 budget.

## **6. Recreation Grounds update**

Scofell confirmed that hedges at both recreation grounds will be cut by 25<sup>th</sup> September. The ditch in WH recreation ground will be done at this time too.

## **7. Parish field update**

The field has now been cut and baled. The contractors assured Cllr Rand that the hay, whilst late being cut, would still be useful cattle feed.

Cllr Hurst has been to a gardening club meeting. There is no interest from the club to initiate or assist with any project in the field at this time.

## **8. Biodiversity project**

The Committee decided to rake a small section of the field and scatter wild seed, as per Cllr Root's recommendation.

**Action:** Clerk to purchase 1kg of wildflower seed mix for £160  
<https://www.wildflower.co.uk/products/wildflower-seed-mixtures/100-wildflower-seed-mixtures/lwre-restore-enrich-100.html>

**Action:** Clerk to ask for councillor volunteers at full council meeting on 25/09 for raking and scattering seed in the parish field.

## **9. Meadowbrook-orchard ideas**

Cllr Hurst attended the Gardeners Club meeting but there was no interest to volunteer with an orchard.

## **10. CCTV**

Cybertronix have fitted the three new cameras, all software has been upgraded and all SD cards replaced with higher spec ones. Cllr Rand has received the laptop which will be used for the management of the CCTV recordings. It was decided that the laptop will remain with Cllr Rand, who will have access to the CCTV recordings. The Clerk will update the draft CCTV policy and put it on the agenda for approval to full council on 25 September.

**11. ASB on EWPC property**

None to report.

**12. General Maintenance**

Meadowbrook hedges to the boundary require a cut.

**Action:** Clerk to ask Scofell to cut the hedges and add to the maintenance contract.

**13. Items to take to next meeting**

Normal meeting agenda items. Amenities Finance for 24/25.

**Actions from 18 September 2023**

**Item 5: Quotes**

**Action:** The Clerk to ask Scofell to add an extra spray/clean of WH tennis court.

**Action:** Clerk to get one more quote for the fencing at WH car park.

**Action:** Clerk to get a further quote for the parish field gates.

**Action:** Cllr Roots to ask Penwood Nurseries if they would provide a quote for planting.

**Action:** Recommendations and total potential spend will be sent to Finance Committee for consideration in the 24/25 budget.

**Item 8: Biodiversity**

**Action:** Clerk to purchase 1kg of wildflower seed mix for £160  
<https://www.wildflower.co.uk/products/wildflower-seed-mixtures/100-wildflower-seed-mixtures/lwre-restore-enrich-100.html>

**Action:** Clerk to ask for councillor volunteers at full council meeting on 25/09 for raking and scattering seed in the parish field.

**Item 12: General Maintenance**

**Action:** Clerk to ask Scofell to cut the hedges and add to the maintenance contract.