

STAMFORD TOWN COUNCIL

MINUTES OF THE AMENITIES MEETING HELD ON TUESDAY, 03 MARCH 2020 AT 7.00PM IN THE TOWN HALL, STAMFORD

PRESENT Councillor B Griffin (Town Mayor) – Arrived 8.14pm
Councillor Mrs G Johnson (Chairman)
Councillor B Turner (Vice Chair)
Councillor M Exton
Councillor Mrs S Sismore
Councillor D Dorson
Councillor S Fenn

ALSO PRESENT Deputy Town Clerk
Councillor A Carter-Begbie - Arrived 8.12pm

PUBLIC PARTICIPATION – None

468. APOLOGIES FOR ABSENCE (Agenda Point 1)

None to report

469. DECLARATIONS OF INTEREST (Agenda Point 2)

None

470. MINUTES (Agenda Point 3)

The Minutes of the Committee Meeting held on Tuesday, 04 February 2020, were confirmed and signed as a true record of the meeting.

471. ALLOTMENTS (Agenda Point 4)

a. Feedback on action points - These were noted by the Committee and accepted.

b. To consider Management & Maintenance Report

i. Feedback on meeting regarding the removal of Pigeon Club hut – The Chairman informed the Committee of the outcome of the meeting held with a member of the Pigeon Club in respect of the removal of the Pigeon Club hut located at the Uffington Road Allotment site. It had been agreed at the Amenities Committee meeting of 4th February 2020 to hire a skip for the removal of the consequential debris from the disposal of the hut. It was viewed as prudent to utilise the skip opportunity for the scheduled clearance works at allotment sites. Following discussions, it was noted that the Amenities Operatives are unable to carry out any additional work until April. Therefore, quotes would be obtained for an appropriate skip for the removal of the waste matter as discussed. Quotes should be emailed to the Committee to secure approval at the next Town Council meeting.

Proposal 1- On the proposal of Councillor B Turner, seconded by the Councillor Mrs S Sismore, it was **RESOLVED** by majority vote with 1 abstention, the Council approves quotes obtained for an appropriate size skip for the removal of consequential debris resulting from the disposal of the Pigeon Club Hut and waste matter from identified clearance works at allotments sites.

472. CEMETERY (Agenda Point 5)

- a. Feedback on action points* - These were noted by the Committee and accepted.
- b. To consider Management & Maintenance Report*
- i. To acknowledge receipt of Freedom of Information request* – The Committee was informed that a Freedom of Information (FOI) request had been received from the Grant holder of plot X96. The Town Clerk will respond to the request in compliance with FOI regulations.
- ii. To consider measures to be taken to enforce Cemetery regulations* – The Chairman informed the Committee that the Grant Holder of plot X96 has removed the turf laid by the Town Council and reinstalled chippings and edging. This constitutes a clear breach of the Council’s Cemetery rules and regulations. Following discussions, it was agreed that a letter from the Council’s solicitors is sent stating that the chippings and edging must be removed, and the plot returned to lawn. If the items are not removed, they will be cleared by the Council and all costs reclaimed from the Grant Holder. A caveat will be placed on the Grant that the Grant Holder must comply before any future interments or memorials are approved. If the Grant Holder persists in non-compliance, consequential legal action will follow.

Proposal 2- On the proposal of Councillor B Turner, seconded by the Councillor D Dorson, it was unanimously **RESOLVED** the Council approves that a letter is sent by the Council’s solicitor instructing the Grant Holder to remove the chippings and edging around plot X96 and to re-instate the turf. Failure to comply will result in clearance by the Council and all associated costs being reclaimed from the Grant Holder. A caveat will be placed on the Grant that the Grant Holder must comply before any future interments or memorials are approved. If the Grant Holder persists in non-compliance, consequential legal action will follow.

- iii. Review and update of Cemetery documentation* – The draft revising Cemetery documentation had been circulated to the Committee. The updates to each document and the rules and regulations were noted. Following discussions, the updated Cemetery documentation and rules and regulations were accepted and would be used as of 1st April 2020.

Proposal 3 - On the proposal of Councillor Mrs S Sismore, seconded by the Councillor S Fenn, it was unanimously **RESOLVED** the Council approves the updated Cemetery documentation and rules and regulations which would be used as of 1st April 2020.

- iv. Correspondence – Request to purchase Children’s plot for interment of adult cremated remains* - Correspondence had been received to purchase a child’s burial plot for the interment of the cremated remains of two adults. The Committee was informed that the plot is the resting place of the child of the person wishing to inter the ashes. A similar situation had been approved by the Council for a previous, unrelated interment. The arrangement in place in respect of the latter was that as the plot had been purchased as a child’s burial plot, with adult cremated remains being interred in a velvet bag, the interment fee was per that of adult cremated remains. Following discussions, it was agreed the parent may purchase the plot subject to existing conditions appertaining to a child’s plot remain unchanged.

Proposal 4- On the proposal of Councillor Mrs S Sismore, seconded by the Councillor D Dorson, it was unanimously **RESOLVED** the Council approves the plot being purchased at the standard child’s plot fee, with permission to inter the cremated remains of two adults in the plot in velvet bags subject to the standard adult cremated remains interment fees.

- v. ***Release of Sky (Chinese) Lanterns & Balloons*** – The Committee was informed that correspondence had been received from SKDC regarding regulations restricting the intentional release of Sky (Chinese) lanterns and Balloons from SKDC managed open spaces, including cemeteries. It was noted that a policy forbidding the release of Sky Lanterns had been within the regulations for the Meadow for a number of years. However, the addition of balloons to these regulations should be considered. Following discussions, it was agreed that balloons would be added to Town Council’s existing regulations relating to the release of Sky (Chinese) Lanterns from all amenity spaces managed by the Town Council. This condition should also be added to all hire documentation for Programmed Events.

Proposal 5- On the proposal of Councillor D Dorson, seconded by the Councillor Mrs S Sismore, it was unanimously **RESOLVED** the Council approves the addition of prohibition of balloons being released from all Town Council amenity spaces to the Council’s existing regulations prohibiting the release of Sky (Chinese) Lanterns. This condition will also be added to all hire documentation for Programmed Events.

473. RECREATION GROUND (Agenda Point 6)

- a. ***Feedback on action points*** - These were noted by the committee and accepted.
- b. ***To consider Management & Maintenance Report***
- i. ***Feedback on Anniversary Event, Sunday 09 August 2020*** - Councillor D Dorson reported on proposed ideas for the event and locations for stalls, fairground rides and entertainment. Following discussions, it was agreed that a working group be created with Councillors from the Events Committee and Amenities to move the project forward and provide an updated report for the Committees.

8.10pm - Councillor B Turner left the meeting

- ii. ***Green Flag Award – Criteria for Committees: information and requirements to participate*** - The Committee had been circulated with documentation for obtaining a Green Flag Award. Following discussions, it was confirmed the Committee should keep moving forward with the project and once the criteria had been met, an application would be submitted.

474. MEADOWS (Agenda Point 7)

- a. ***Feedback on action points*** - These were noted by the Committee and accepted.
- b. ***To consider Management & Maintenance Report***
- i. ***Memorial plaque installation*** – The Committee was informed that the memorial tree has now been planted on the Meadows and the family will arrange a small gathering in due course to install a standard memorial plaque. This was noted by the Committee and accepted.

475. PROGRAMMED EVENTS (Agenda Point 8)

- a. ***Request to install a banner on the Recreation Ground and Meadows*** - The Committee was informed that correspondence had been received from the Stamford and District Lions requesting display of two banners on the Recreation Ground and on the north side fencing approaching the Meadows from 30th May 2020 to 22nd June 2020. The Committee was advised permission had been granted in previous years. Following discussions, it was agreed that the banners could be installed.

Proposal 6 - On the proposal of Councillor S Fenn, seconded by the Councillor D Dorson, it was unanimously **RESOLVED** the Council approves two banners being installed from the 30th May 2020 to 22nd June 2020 on the Recreation Ground and on the north side fencing approaching the Meadows.

- i. Programmed Event Inspections* - The Committee was advised that pre and post event inspections for Pinders Circus and the Mid Lent Fair are scheduled in March. Following discussion, it was agreed that Councillor Mrs G Johnson would attend to confirm the ground conditions.

b. TREE WORKS ALL SITES (Agenda Point 9)

- i. Tree works at allotment sites – Discussion regarding contracted work for the allotments* – The Committee had been circulated the report regarding retendering of allotment tree works. The Committee was informed that during the recent high wind a dead tree on Uffington Road North site is considered hazardous. A quote to address this matter was included in the report. Following discussion, the consensus was to accept tender C.

Proposal 7 - On the proposal of Councillor D Dorson, seconded by the Councillor Mrs S Sismore, it was unanimously **RESOLVED** the Council accepts the quote from SMV Contract Services for the allotment tree works tendered at a cost of £3750 and the emergency tree works at a cost of £1000 amounting to a total cost of £4750 plus VAT.

- ii. Emergency tree works at the Cemetery* - The Committee was informed that two large tree branches had broken during recent high winds and a large tree in the Cemetery compound has split at its base. For health and safety purposes and due to its location it required felling. Following discussions, it was confirmed the tender submitted by SMV Contract Services at a cost of £450 plus VAT is accepted.

Proposal 8 - On the proposal of Councillor D Dorson, seconded by the Councillor S Fenn, it was unanimously **RESOLVED** the Council accepts the quote from SMV Contract Services at a cost of £450 plus VAT for the emergency Health and Safety tree work in the Cemetery.

476. **ST. MICHAEL'S CHURCHYARD (Agenda Point 10)** - Nothing to report

477. **PERSONNEL MATTERS (Agenda Point 11)**

- i. Updated rotas for Amenities Operatives* – The Committee was informed that the Amenities Operatives rotas have been revised to coincide with British Summer Time. The new rotas would be circulated to the Committee via email so Councillors are aware of the working patterns and locations to ensure maximum effectiveness and efficiency.

478. **ANY OTHER MATTERS FOR CONSIDERATION (Agenda Point 12)**

- i. Review of all Amenities documentation* - The Committee was informed that documentation relating to all areas under the management of the Amenities Committee was due for review.

479. **DATE OF NEXT MEETING: (Agenda Point 13)** – Tuesday, 07 April 2020 at 7pm

Chairman
(The meeting closed at 8.30pm.)