Chard Town Council
The Guildhall, Fore Street, Chard, Somerset TA20 1PP
01460 239567 www.chard.gov.uk
Mayor: Cllr Jason Baker Town Clerk: Paul Russell

AMENITIES & EVENTS COMMITTEE

Minutes of the Amenities & Events Committee meeting held on Tuesday 14th December 2021 commencing at 19:00 hours in the Town Hall, The Guildhall, Fore Street, Chard TA20 1PP.

PRESENT: Cllr Mrs Kenton (Chair), Cllr Baker, Cllr Bulmer, Cllr Kenton, Cllr Morrison, Cllr Williams and Cllr Wootton.

ALSO PRESENT: Paul Russell, Town Clerk, Beverley Newman, DSO, Adrian Turner, Operations Officer, Tim Bickman, Events Officer and Cllr Eggins

Public Participation Time
There were no members of the public present. No issues were raised.

2021/24 APOLOGIES FOR ABSENCE
No apologies received. The following Councillors were absent: Cllr Mrs Bates and Cllr Carnell.

2021/25 DECLARATIONS OF INTEREST
The following Declarations of Interest were made:

- Cllr Baker 2021/29 (e) & (h) (working party member), 2021/31 (b) & (c) (personal);
- Cllr Baker
- Cllr Mrs Kenton 2021/29 (e) (SSDC Cllr).

2021/26 TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC RESOLVED
Proposed: Cllr Mr Baker Seconded: Cllr Mrs Kenton
Unanimous

RESOLVED that, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed under agenda item, 2021/31 on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Clarification was requested on the following items

- It was clarified by the Town Clerk that the Watts Store Refurbishment report was under confidential items as the report itemised each element

of works required, and although the contractors were not named it would be possible for each contractor to establish what the other contractors had quoted.

2021/27 COMMITTEE MEETING MINUTES

Proposed: Cllr Wootton Seconded: Cllr Williams
Unanimous

RESOLVED to confirm and sign the minutes of the Amenities & Events Committee meeting held on Tuesday 28th September 2021.

2021/28 MANAGERS REPORT

(a) **Operations –** Committee receive the Operations Manager's Report and discussed the recommendations contained within the report.

It was confirmed that the current arrangements for inspecting the play areas met all legal and good practice requirements.

Proposed: Cllr Baker. Seconded: Cllr Mrs Kenton
Unanimous

Committee **RESOLVED** to note the report and to defer consideration of the recommendations within the report, These would be considered as part of the budget discussions for 2022/23.

(b) **Events –** Committee received the Event's Officer's Report and reviewed the recommendations contained within that report.

The Event's Officer provided some additional updates on the following items:

- 2.2 The Guildhall
  - Blood Service – cancelled session on 7th December due to difficulties faced with loading/unloading. Awaiting a response regards next visit on 25th January. The Blood Service are due to meet tomorrow (15th December) to discuss.
  - Christmas Carol Concerts – both nights were very successful and a total of £719.10 was raised for the Mayor's charities
  - Train Play Devon attended on 11th December – a good turnout and positive feedback, may attend Guildhall every 1-2 months. It was commented that was a really good event and regular attendance form Train Play would be much welcomed.
  - A walk-in Vaccination Clinic was due to run on Sunday 19th December. This was cancelled yesterday (13th December), however, in light of more recent news, Guildhall Auditorium is now to become a mass vaccination centre. Current hirers are currently being informed of circumstances, as this is planned until end of January 2022
- 2.4 Clementine's Live Arts - Virtual meeting took place on 13th December with regards outdoor theatre shows. These productions

cost £800 to put on per day. This involves option a) 2x shows or option b) 1x show and 2x workshops. Arts Council can fund 50%. If remaining 50% funding can be secured, possibly from local housing associations, then it can be a free to attend event, otherwise tickets could be sold.

- 2.6 Culturally Chard - Meeting took place on 9th December. In summary, we agreed a unified style of communication amongst the consortium. Core messages were to be agreed on, target audience defined, and a shared working space is to be created.
- 2.8 Queens Jubilee - Meeting took place today (14th December) to begin to formulate plans around the weekend of the Queens Jubilee. Key contacts had been confirmed and would be to approached.

Committee noted the Event's Officers report.

2021/29 OPEN SPACES

(a) **Strategic Objectives Work Plan –** Committee noted the progress on the Strategic Objectives Work Plan. It was agreed that a revised Strategic Plan be developed following the elections in May 2022.

(b) **Committee Resolutions Review –** Committee noted the resolutions taken since January 2021.

(c) **Budget Considerations 2022/23 –** Committee noted the budget proposals report.

Budget Meeting

Proposed: Cllr Baker Seconded: Cllr Kenton

For: 4
Against: 2
Abstain: 1

RESOLVED to hold a Budget Review Meeting discuss budget proposals and make recommendations to Full Council for consideration and adoption.

(d) **Telecom –** Committee fully considered the report and the recommendation to purchase mobile telephones for the Amenities Team.

Proposed: Cllr Baker. Seconded: Cllr Morrison
Unanimous

RESOLVED:

- To accept the quotation outlined under Option A;
- To only purchase seven handsets at present for existing operatives and to add to the contract as required up to a maximum of ten units;
- To develop a Mobile Phone Policy to be adopted by Full Council as soon as possible;

- To delegate authority to the Officers to ensure that the handsets were adequately insured.

(e) **Cemetery Update –**Committee considered the report presented following the completion of the environmental report and the recommendation to continue with the process to purchase the two pieces of land from SSDC.

Proposed: Cllr Williams Seconded: Cllr Wootton
For: 6
Against:1

RESOLVED:
- To note the report;
- To submit the findings of the Tier 2 Environmental Report to the Environment Agency to obtain permission to use the two areas recommended within the report as additional burial land;
- To finalise the purchase of the two pieces of land from SSDC so that the cemetery can be extended.

(f) **Cemetery and Allotment Charges –** Committee considered the suggested increases in charges for these two areas.

Proposed: Cllr Baker Seconded: Cllr Wootton

For: 5
Against: 1
Abstain: 1

RESOLVED to implement the policy previously agreed by Full Council and to increase all fees annually by the RPI (Retail Price Index) as at September of each year except the Guildhall fees, which would be reviewed annually by the Committee.

Cllr Morrison left the room at 20.40 & returned 20.45

(g) **NALC Environmental Permitting (England & Wales) Regulations 2016 Consultation –** Committee considered the request and agreed to ask Cllr Eggins to help develop a suitable response.

(h) **Changing Facilities, Jocelyn Park –** Committee received a verbal update on progress to date to provide new changing facilities at Jocelyn Park in line with the F.A requirements.

The committee adjourned at 20.50 and resumed again at 20.55

2021/30 DATE OF NEXT MEETING
Committee noted that the next meeting of the Amenities & Events Committee would be held on Tuesday 29th March 2021.

2021/31 CONFIDENTIAL MATTERS

As certain items to be discussed included the consideration of exempt information it was **RESOLVED** under Item 2021/26 that, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they would involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

(a) **Depot Proposal –** Committee considered the report presented.

Proposed: Cllr Bulmer Seconded: Cllr Morrison
Unanimous

RESOLVED to defer the consideration of the report presented until a decision had been made by Full Council regarding the potential purchase of the Laurels Resource Centre. A decision regarding the Laurels Centre would be made on 15th December 2021. Subject to the outcome of that meeting this report would be presented to Full Council on 10th January 2022.

(b) **Clare House Nursery Lease –**Committee noted the letter from the Solicitors regarding this Lease.

Proposed: Cllr Baker Seconded: Cllr J Kenton
Unanimous

RESOLVED to defer the consideration of the recommendations made by the Solicitor regarding this lease to the Full Council meeting to be held on 10th January 2022.

(c) **Watts Store** – Committee considered the report to carry out refurbishment works to the Watts Store.

Proposed: Cllr Baker Seconded: Cllr Williams
Unanimous

RESOLVED to accept the estimate submitted by Builder 3 at a total cost of £25,360 to include the provision of a mezzanine floor and staircase.

There being no other business the Chair thanked Members for their attendance and closed the meeting at 20:58pm

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CHAIR: **DATE:**