

WEST MERSEA TOWN COUNCIL

MINUTES OF THE FACILITIES AND ASSETS COMMITTEE MEETING

HELD ON FRIDAY 16th JUNE 2017 AT 10.00AM

PRESENT	Councillor Robert Jenkins (Chairman) Councillor Peter Banks Councillor David Bragg Councillor Sylvia Wargent Councillor Carl Powling Councillor Stephanie Shilton Councillor Peter Clements Lesley Mullins (Refresh Mersea)
IN ATTENDANCE	Petra Palfreyman, Town Clerk

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Weaver

2. DECLARATIONS OF INTERESTS

There were no declarations of interest received.

3. MINUTES OF MEETING HELD 22 MARCH 2017 AND MATTERS ARISING

The minutes of the meeting held on 22 March 2017 were confirmed and signed by the Chairman as a true record.

Matters arising: There were no matters arising not covered elsewhere on the agenda.

4. TO RECEIVE UPDATED REPORTS ON TASK TRACKER TOPICS

Refer to the Task Tracker for updates.

5. REPORT FROM REFRESH MERSEA

Report on on-going items included in Task Tracker. In addition Lesley Mullins outlined the number of existing planters in use around the town and proposed a number of new areas. Councillors agreed that the £500 grant set aside in 2017/8 budget for Refresh Mersea should be used to purchase new planters for Fountain Corner. Refresh Mersea requested that West Mersea Town Council groundstaff water the planters in this area.

6. TO DISCUSS SECURITY ARRANGEMENTS FOR RUSHMERE CLOSE UNIT AND PROPOSE RESOLUTION

The Town Clerk outlined the options available to West Mersea Town Council following the two recent break-ins and resultant theft of high value tools. It was proposed by Cllr Shilton that the Council should invest in security equipment totalling some £4500 and comprising a tool cage, anchor, stronger window grills, CCTV and a blaster plus a new secure door at £1900, seconded by Cllr Clements. All in favour. It was noted that the owners of the building (Pearson) would be approached to contribute to the cost of the new door.

7. TO REVIEW RUSHMERE CLOSE UNIT AND GROUNDSMEN'S TOOLS INCLUDING INVENTORY OF EXISTING TOOLS

It was proposed by Cllr Banks and seconded by Cllr Clements that the tools currently the property of our groundstaff should be replaced and subsequently covered by our insurance policy. All in favour.

As this cost and the cost under item 6 had not been included in the budget calculations it was suggested by Cllr Jenkins that the cost should be covered out of West Mersea Town Council reserves and a note made in this year's accounts that this extraordinary cost was brought about by two break-ins and the theft of vital tools and machinery and the subsequent need to secure the building against further such break-ins.

8. TO DISCUSS AND AGREE TO PURCHASE AND INSTALL A DOG WASTE BIN AT THE BOARDWALK

It was agreed that a new dog bin should be installed at the Boardwalk at an estimated cost of £260: this to come from the Asset, Facilities and Environment contingency budget.

In addition it was agreed that the Town Clerk should investigate whether it would be possible to employ Ann (Danfo employee) to empty the bins around the Monkey Beach area over busy weekends.

9. TO DISCUSS AND AGREE THE APPOINTMENT OF COLCHESTER BOROUGH COUNCIL TO SURVEY AND PROVIDE A MANAGEMENT PLAN FOR THE TREES AND SHRUBS IN WEST MERSEA PARK

In accordance with the budgeted cost within this year's Asset, Facilities and Environment budget it was agreed that the Town Clerk would approach the Colchester Borough Council tree officer to carry out a tree and shrub survey in West Mersea Park (up to a cost of £500) and that any recommended work should be carried out by tree surgeons up to a max of £3000.

10. TO REVIEW SCHOOL GARDENS AND YOUTH FIELD PLAY AREAS:

(a) Funding streams

- (i) From existing funds and precept –
 - a. WMTC expect to have funds available of some £42,500 inc S106.
- (ii) Update on S.106 funds –
 - a. Town Clerk to check if this funding has been finally approved.
- (iii) Public Works Loan Board –
 - a. It was proposed by Cllr Powling and seconded by Cllr Banks with All in Favour that West Mersea Town Council should attempt to raise the £60,000 to complete the new play areas by approaching the Public Works Loan Board. Once costs are established, probably for a loan payable over a 18 – 20 year span, then this should be put to the full Council for ratification.
- (iv) Other funding streams –
 - a. Cllr Shilton offered to continue to look for funding from the Community Initiatives Fund, Veolia, Renewables and others.
 - b. Cllr Powling to approach Cory Environmental.
 - c. The Town Clerk to follow up the outstanding annual rental figure from Essex County Council for the Recycling Site of £5750. There may be two years outstanding. If secured, the funds to be set against the Play Areas expenditure.

(b) Scope of new play areas

- (i) Sutcliffe quote for both areas
 - a. A quote has been received for £90,000 to cover both the School Field and Youth Field.
- (ii) Replace fencing to North of School Gardens; to include hydraulic closing gate –
 - a. A contingency has been included in our calculations of some £6500 to cover this requirement. However, pending further consideration this may be dispensed with.

- (iii) New signage – for example, No Dogs
 - a. Quotes have been received and included in total cost of project.
 - (iv) New seating to replace existing gazebo seating
 - a. It was thought that West Mersea Town Council groundstaff may be able to secure the present seating in place; this to be attempted as soon as possible.
 - (v) Hydraulic gates to Barfield Road entrances
 - a. Cost included in total scheme but may be considered unnecessary.
- (c) To obtain further quotes for play equipment area
- (i) Contact other suppliers for quotes
 - a. Quotes to be obtained by Cllr Powling from two other suppliers
 - (ii) Obtain separate quotes for clearing existing children's play area down to concrete base. Include taking down fence and pear tree.
 - a. West Mersea Town Council groundstaff to consider if feasible for them to complete the work. Final decision once all quotes are received.
- (d) Review report from David Cooper and an ex playground inspector and agree course of action to make good existing equipment, as a short-term measure.
- a. It was agreed that West Mersea Town Council groundstaff would remove the Trim Trail as considered unsafe and to put right, where possible, the other play equipment. This work to be carried out within the next two weeks.

11. DATE AND TIME OF NEXT MEETING

To be advised.

There being no further business, the meeting closed at 12.15pm