

Minutes from the **Amenities Committee Meeting** held in Gallery 1, Castle Park Arts Centre, Castle Park, Frodsham, WA6 6SE on **Monday 13th March 2023**

Attended by: Cllr Hayes (Acting Chair), Cllr Wade, Cllr Eakin, Cllr Lofts, Cllr Lowrie, Cllr Stockton and J O'Donoghue (Town Clerk)

Meeting 9

67. To appoint a Chair for the meeting

RESOLVED: It was resolved to appoint Cllr Hayes as Chair for the meeting.

68. Apologies and reasons for absence

To receive apologies and note reasons for absence from members.

RESOLVED: Apologies were received and accepted from Cllr Griffiths (ill-health), Cllr Sumner (personal).

69. Declarations of interest

To note any declarations of interest on items which are on the agenda.

NOTED: Cllr Wade declared an interest in item 75 as a member of Greengates Community Group.

70. Public participation

Members of the public are invited to speak on items which are on the agenda in accordance with FTC policy on public speaking at meetings: <https://frodsham.gov.uk/policies-procedures/>

NOTED: Three members of the public attended the meeting. One member of the public addressed item 75 and asked if the bins to be installed could be child-friendly.

71. Approval of minutes

To approve and sign the minutes of the Amenities Committee held on 13th February 2023.

RESOLVED: The minutes of the meeting were approved and signed.

72. Grounds inspections

To note the recent inspections which have taken place under the service level agreement.

NOTED: The recent inspections were noted.

73. Quotations requested

- (a) To note that a quotation has been requested for 2 signs to be placed in the Ship Street play area; one to request that dogs are kept on a lead, one to give details of who to contact in relation to the play area.
- (b) To note that quotations have been requested for various works following the recent play area inspections.

NOTED: Items 73(a) and 73(b) were noted.

74. Quotations received

- (a) To consider a quotation to supply and install an additional 2 bins on the Ship Street play area once completed.

RESOLVED: It was agreed to accept the quotation and consider approaching the street artist who worked on the Saltworks graffiti project to assist with children painting the bins once installed.

ACTION: JO

- (b) To consider a quotation to remove an existing section of iron fencing on the Ship Street play area and install a new fencing panel onto existing posts to include paint to match.

RESOLVED: It was agreed, in principle, to accept the quotation received. Clerk to contact previous contractor who carried out other repairs and painting to the iron fencing whether this was included in their original quotation.

ACTION: JO

- (c) To consider a quotation to carry out repairs to Bradley Lane telephone box including supply and installation of defibrillator sign, replace damaged poly windows and power guard.

RESOLVED: It was agreed to accept the quotation and request the works to be carried out as soon as possible.

ACTION: JO

- (d) To consider any other quotations received after publication of the agenda.

RESOLVED: Following an attempted break-in at the London Road allotments and subsequently destruction of lock and wooden gate, it was agreed to accept the quotation from Northwich Town Council for repair and replacement in the sum of £600.00.

ACTION: JO

75. Ship Street play area

- (a) To note the report, provided by the Clerk, following a meeting with Stephenson Halliday which took place on Friday 3rd March.

NOTED: The report was noted and is attached to the minutes (Appendix A).

- (b) To agree any action to be taken.

RESOLVED:

- (a) add regular inspections of the new play area equipment to the SLA provided by Northwich Town Council
- (b) Cllr Wade to arrange a meeting with members of the Greengate Community Action Group to discuss signage and put forward a recommendation for the naming of the park
- (c) park to remain closed until the grassed areas have been seeded/turfed
- (d) opening event to take place on the bank holiday weekend at the end of May 2023
- (e) further site meetings with Stephenson-Halliday to incur no additional charge.

ACTION: JO/BW

76. Accessible play equipment

To note that this item was briefly discussed at a recent update meeting with officers from CWAC and that it will be further discussed following the elections.

NOTED: The information was noted.

77. Marshlands

- (a) To note that an inspection was due to take place week beginning 20th February 2023 and that a formal report will be forwarded to members once received.

NOTED: It was noted that the inspection has not yet been carried out and the Clerk will follow this up.

ACTION: JO

78. Goods shed renovation

To note that this item was briefly discussed at a recent update meeting with officers from CWAC and that it will be further discussed following the elections.

NOTED: The information was noted.

79. Date of next meeting – 17th April 2023

80. Close of meeting

NOTED: The meeting closed at 19:21

APPENDIX A

ITEM 75(a)

MEETING WITH STEPHENSON-HALLIDAY

DATE: 1st March 2023

ATTENDED BY: Cllr Hayes, Cllr Wade & J O'Donoghue (Town Clerk)

1. Variations to the contract were noted which had all been previously notified and are logged: changes to specification of Jupiter play equipment (swing); change to area of wetpour; reduction in planting and moving forward of start date by 5 days; changes to the bridge along the fence to prevent water run-off; variation to the amount of topsoil required to match with design levels; clearance of rubbish and debris from top of site; extra posts in the fencing.
2. It was noted that all the timber for fencing and equipment is pressure treated and installed into concrete and that there are no metal retaining posts in the ground. Stephenson-Halliday are to confirm the guarantee of the wooden posts and play equipment.
3. The bill of quantities for the mulching and planted areas was incorrect and this was not picked up in the specifications. Stephenson-Halliday stated that it was due to an error on the part of FTC as to why this had not been picked up.
4. It was noted that there had been considerable concern from both residents and councillors to the amount of time the project has taken in getting to fruition – from end Summer to November to January and still the project is not completed. It was noted that the anticipated opening day will be the last weekend in May to coincide with the bank holiday and allow the grass to be seeded and start to grow. Stephenson- Halliday agreed to ask Horticon for a full explanation as to the delay which was not just down to weather and delay in receipt of play equipment. Town Clerk requested an explanation before 13th March together with a copy of the RoSPA report. Neither have been received to date.
5. It was agreed that the 16th February would be the date from which penalties for late completion would be applied however was noted that FTC has requested that the security fencing remains in place until the play area is officially opened at the end of May 2023. The delay in opening is due to the necessity for the grass and chamomile lawn to become established.
6. It was agreed that signage is required together with additional bins.
7. Although the site will be under Horticon for an 18 month period, the fortnightly play inspections will need to be carried out by FTC. NTC has been asked to quote for the cost of this.
8. Stephenson-Halliday will deal with the issue regarding late delivery charges as part of the practical completion.