

STURMINSTER NEWTON TOWN COUNCIL

Council Offices, Old Market Hill, Sturminster Newton DT10 1FH

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To: Members of the Amenities Committee and Co-opted Member



Dear Member,

You are hereby summoned to attend a meeting of the **Amenities Committee** which will be held on **Thursday 27th September 2018** at Council Offices, Old Market Hill, Sturminster Newton at **7.15pm** to transact the business set out in the Agenda below.

EML Lindsay
Emma Lindsay - Town Clerk

21.09.2018

Members of the public and press are welcome to attend in accordance with the Public Bodies (Admission to meetings) Act 1960

No.	Agenda	Time (est.)
18/221	To receive comments and questions from members of the public	15 mins
18/222	To receive and if agreed approve apologies for absence	1 min
18/223	To receive declarations of interests and approve written applications for dispensations	2 mins
18/224	To approve the minutes of the previous meeting held on 28.06.18 *	2 mins
18/225	To receive a report on matters relating to Open Spaces Group and discuss any issues raised	5 mins
18/226	To approve a management plan for the Chinnocks allotment site *	5 mins
18/227	To approve a proposal from the Rotary Club to plant crocus bulbs in the Railway Gardens *	5 mins
18/228	To approve the adoption of a Town Council Sky Lantern and Helium Balloon Policy *	5 mins
18/229	To consider a proposal to enhance the Railways Gardens and agree further actions	10 mins
18/230	To approve the purchase of replacement goal posts for the Ricketts Lane Recreation Ground *	5 mins
18/231	To receive a report from the Town Clerk on the status of services and projects and discuss any issues raised	10 mins
18/232	To receive a report from the Grounds Manager and discuss any issues and agree further actions	20 mins
18/233	To receive correspondence and discuss any issues raised	2 mins
18/234	To receive information from members and discuss proposals for future business	5 mins

Members are respectfully reminded that

- Only agenda items where the indicated function is to approve or decide may be decided at this meeting. Other items are for information only and no decision can be taken upon them unless and until raised at a later meeting
- The Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, religion, belief or disability), Crime & Disorder, Health & Safety and Human Rights

* Agenda Items with an asterisk indicates a briefing note is attached

Large print version available on request

Draft minutes of this meeting will be made available a few days after it to view at the Council Office between 9.30am and 12.30pm every weekday and on the website at www.sturminsternewton-tc.gov.uk

STURMINSTER NEWTON TOWN COUNCIL

MINUTES OF MEETING OF THE AMENITIES COMMITTEE

Held on Thursday 28TH June in the Council Chamber at 7.15pm

Present:

Councillor H Lacey (Mayor)	Councillor V Fox
Councillor M Jones (Deputy Mayor)	Councillor H Reed
Councillor P Batstone	Councillor G Rose
Councillor L Chater	Councillor C Spackman
Councillor A Donaldson	Councillor R Taylor

In attendance: 7 members of the public, Jeremy Read (Co-opted Member), Mrs Emma Lindsay (Town Clerk) and Mrs Louise Plumridge (Assistant Town Clerk)

Minute Number	COMMENTS	RESOLUTION <i>For each item, the proposer is named first followed by the seconder</i>
18/93	<p>PUBLIC SESSION</p> <p>A teacher and four young people from the High School provided feedback on the new Skate Park. They commented they really liked the Skate Park; good atmosphere, mainly used by local young people and just thought the landing area was a bit small.</p> <p>They had some suggestions that would make a real difference to users;</p> <ul style="list-style-type: none">• Signage from the Town Centre or other suitable route to make more people, particularly visitors, aware of its location.• Directions from the Skate Park to the shops to buy refreshments.• A sign with telephone number so users can advise of any problems, i.e. the fence panels that become loose.• A brush to keep the surface clean. <p>Cllr Reed advised an interest group would be set up to meet and discuss how the Skate Park is operating and the boys were invited to join in as their views were important.</p> <p>A member of the public from the Allotment Association advised of their aims to enhance the allotments by removing the bund and putting up a fence and gates to enclose the allotments. This will be discussed under Agenda Item 18/100.</p>	
18/94	<p>ELECTION OF COMMITTEE CHAIR</p> <p>Councillor Reed was proposed by Councillor Donaldson and seconded by Councillor Jones. There were no other nominations.</p> <p>Councillor Reed was duly elected as Chairman of the Committee until the first meeting after the Annual Town</p>	

Meeting in 2019 and took the Chair.

18/95 ELECTION OF VICE COMMITTEE CHAIR
Councillor Donaldson was proposed by Councillor Reed and seconded by Councillor Lacey. There were no other nominations.
Councillor Donaldson was duly elected as Vice Chairman of the Committee until the first meeting after the Annual Town Meeting in 2019.

18/96 APOLOGIES FOR ABSENCE
No apologies for absence had been received.

18/97 DECLARATIONS OF INTERESTS AND DISPENSATIONS
No interests were declared and consequently no written requests for dispensation had been received.

18/98 MINUTES OF PREVIOUS COMMITTEE MEETING
The minutes of the Amenities Committee Meeting held on 22nd March 2018 having been circulated and publicised prior to the meeting were taken as read and approved for signature by the Chairman as a true and correct record.

Cllr Donaldson
Cllr Rose

It was agreed to transpose Agenda Items 99,100, 101 & 102.

18/100 IMPROVEMENTS TO CHINNOCKS ALLOTMENTS
The Town Clerk advised that the Allotment Association had previously asked the Council to remove the bund at the Chinnocks Allotments and to replace it with a fence. At the time the work was considered to be too expensive.
The Allotment Association had recently asked the Council for permission to carry out the work themselves – the proposal already having been circulated.
Sandie Saunders (NDDC Tree and Landscape Officer) visited the site and did not support the removal of the bund commenting that the area provides a fantastic habitat for a vast numbers of protected species. The Committee were asked to consider the proposal. However, in light of the comments made by the Tree and landscape Officer, the Town Clerk recommended that the Committee refuse permission.

The Town Clerk commented there were no issues with installing a fence and gates.

An Allotment Association member asked if the Council could help with getting rid of the rubble on the bund. Councillor Jones suggested Men at the Mill were looking for projects to volunteer for. Councillor Reed also suggested the Scouts may be able to help. The Council were very supportive of all the ideas to enhance the allotments within the constraints outlined by the NDDC Tree Officer.

The Committee RECOMMENDED that the Town Council APPROVE the siting of the gates at the Chinnocks

Allotments and the preparation of a management plan to be considered at the next Committee meeting.

Cllr Reed
Cllr Lacey

- 18/101 MIS-USE OF THE MILL CAR PARK
There was a discussion over the mis-use of the Mill Car Park and what measures could be put in place to attempt to reduce the mis-use. It was noted that members of the public should report mis-use to the Police

The Committee RECOMMENDED that the Town Council APPROVE installing a sensor light in the public toilet and to research how other Councils deal with issues of inappropriate use of public spaces.

Cllr Jones
Cllr G Rose

- 18/102 TERMS OF REFERENCE FOR A STREET SCENE WORKING GROUP

The Town Clerk presented a brief Terms of Reference for the Street Scene Working Group. The Terms of Reference were accepted and it was agreed Cllrs Reed, Lacey, Fox, Jones and Chater would be members of the group.

- 18/99 OPEN SPACES GROUP
Co-opted Member Jeremy Read's report is attached to these minutes.

- 18/103 WORKING PARTY TO PAINT THE RAILINGS ON BRIDGE STREET

The Town Clerk reported that temporary traffic management measures would be required if volunteers were used to paint the railings on Bridge Street. Various options were discussed.

The Committee RECOMMENDED that the Town Council APPROVE the delegation to the Town Clerk to seek a best value solution up to the value of £2500.

Cllr Reed
Cllr Jones

- 18/104 THE PAVILION – CHARGES AND CONDITIONS OF HIRE
The Town Clerk reported that a request had been received to hire The Pavilion until midnight which had prompted the need to review charges and conditions of hire.

The Committee AGREED that the Town Council should proceed with the booking in parallel to reviewing licencing arrangements.

Cllr Reed
Cllr Jones

- 18/105 HINTON MOSAIC
Cllr Donaldson described the history of the Hinton Mosaic and the feasibility of it returning to Hinton. There was a public meeting

in Hinton on 12th June. He advised it is a very long term project and would keep everyone informed.

18/106 TOWN CLERK'S REPORT

The Town Clerk reported:

Skate Park – remains well used and the grounds around the bund are settling nicely. She is liaising with Maverick to hold the launch event on Saturday 18th August subject to Councillors' agreement.

Sturminster Newton Mill – the application to the Lottery Heritage Fund had been successful and is currently seeking quotations to carry out the assessment. Supplier selection will take place on 18th July.

Street Lighting in Broad Oak – currently awaiting quotation for the replacement lamps.

Cemetery – The arrangements for reconsecration are progressing with the Diocese.

Allotments – Allotment inspections will be carried out during the Summer.

Telephone box – The telephone box on Bath Road has been transferred to the Town Council and permission has been sought from BT to install a defibrillator and there will then be a need to assess the condition of the telephone box.

18/107 GROUNDS MANAGER'S REPORT

Grounds Manager report for Amenities 28/06/18

Cemetery

Grounds staff have created the new cremation plots at the cemetery. Originally we were hoping to install 19 plots, but have managed to increase this to 30. Potentially 105 plots could fit into the first new section.

Other works planned over the next few weeks include hedge cutting and grave tidying, removal of weeds and long grass. Some older graves will be left as wildlife islands to encourage bees, butterflies and insects.

Management plans are underway which will include hedge laying and other maintenance.

Projects

Grounds staff will continue with the railings replacement at the car park in Ricketts Lane when time allows.

Quotes are being sought for the replacement of the play train in the Railway Gardens as well as the repairs to play equipment at Rixon and Ricketts Lane recreation grounds.

Planned work

Grounds staff will carry out a full weed spray throughout the town as well as Shillingstone.

This will be followed by a street sweep of both Sturminster and Shillingstone with the assistance of Dorset waste partnership.

Sturminster Scout Group

The Scouts camped in the Recreation ground prior to the Sturminster show and stated how well received it had been by all involved. So much so, that they would be grateful if the Council would allow them to camp a few times a year on the Recreation ground. It would give young people the opportunity to experience camping and the associated activities without traveling and being too far away from home.

Following a discussion by the Committee;

The Committee RESOLVED that the Scout Association be allowed to hold up to 4 camps per year on the Recreation Ground.

Cllr Reed
Cllr Fox

Town Orderly

Our Town Orderly retired today after 7 years service. Stephen Dalison was a well-respected, hardworking team member who will be missed by us all. We would all like to thank and wish him a happy retirement.

18/108 CORRESPONDENCE

An email had been received a teacher from Sturminster School, Mr G Sweetman in relation to the Skate Park and already discussed in the Public Session.

18/109 INFORMATION FROM MEMBERS

Cllr Spackman – Footpath by Nazareth Lodge overgrown with nettles. Grounds Manager, Adam Dodson, advised Grounds will deal with this.

Cllr Jones – Advised he would be very happy to donate brushes for the Skate Park as requested in the Public Session.

Cllr Lacey commented there may be opportunities to loan artefacts from Libraries – she and Cllr Batstone will investigate.

Cllr Rose reported the Phone Box crowdfunding project has attracted £2800 with 29 days to go.

Cllr Taylor advised the X10 would not be operating on a Saturday.

Cllr Batstone enquired if it was feasible to simplify the Skate Park for very young children as requested in the Public Session. Cllr Rose responded that the Skate Park chosen had been recommended as the most appropriate for that age group.

Cllr Lacey thanked everyone for attending the Stur Show held on 23rd June which had been a very successful event.

The meeting closed at 9.11pm.

AMENITIES COMMITTEE 28 JUNE 2018

OPEN SPACES GROUP REPORT by Jeremy Read

Butt's Pond Open Day.

A very successful Open Day, organised by Marie Vardill, was held on 7th June. Although no schools from outside Sturminster attended, there were substantial parties from Stepping stones pre-school, William Barnes and Yewstock. Enough children came to keep the stands busy throughout – they were well supervised so that successive parties could be broken down into small groups to ensure that stands were never over-loaded. The site in the Meadows was very well prepared, thanks to Adam Dodson and his team, and a number of benefactors, including Councillor Jones, lent gazebos which were most valuable when rain put in a brief appearance.

The theme of the day was “Trees, and their contribution to the local environment”, but a number of other aspects were covered. Stands were provided by John Budd (who has been chairman of the Trees Group), and the Open Spaces Group itself, who produced clay impressions of leaves for the children to take away, as well as showing wildlife constructions such as birds’ nests and wasps’ nests.

Another stand was manned by the Countryside Rangers, who had dipped the ponds and showed a tankful of newts (including the Great Crested variety) and a tray of aquatic insects, including water-boatmen. The Dorset Wildlife Trust had an imaginative stand posing questions about the wildlife of Dorset, to which the answers could be revealed by the children (in some cases by hurling bean bags to overturn wooden blocks – very popular). Butterfly Conservation produced a large variety of specimens, including an impressive Death’s Head Hawk Moth, many of which were in small transparent boxes which the children could handle and examine with magnifying glasses. Mrs Gasson brought a comb full of bees in a glass-sided box, which was fascinating. And Mere Falconry produced a grand attraction, with two owls, a peregrine, a kestrel and a merlin, all remarkably well-behaved on their perches.

The interest displayed by the children was very encouraging, and it was clear that the day justified the work that had been involved.

Future of Open Spaces Group. With the impending closure of SturQuest, the future organisational status of the Group is currently under discussion.

Sturminster Newton Town Council
Amenities Committee 27th September 2018
Chinnocks Allotment Management plan

1. Introduction

At its meeting on the 28th September 2018 this Committee requested that a management plan should be developed for the Chinnocks Allotment site.

This report sets out a proposal to enhance the allotment garden and it has been agreed with the Allotment Association.

2. Proposed works

The Allotment Association has acquired a large gate which will be installed on the site entrance. This would comprise of a wooden 3-4 bar wooden fence, of a similar style to the fence opposite at Stour Castle. It is also proposed to install a pedestrian gate at the access point from the Friars Moor footpath. The proposed locations for the improvements can be found on the attached plan.

2.1 Composting is an issue as no provision has been made to date. Consequently, some plot holders have been disposing of their waste along the bund. We wish to discourage this and recommend the installation of three compost bins. The bins will be constructed from wooden pallets will be installed on the allotment side of the entrance fence. This would give access to all plot holders and will facilitate vehicular access if required. Lavender plants or similar will be introduced on the outside of the fence.

2.2 The Allotment Association have acquired a number of Kent Cob saplings and it is proposed, subject to consultation with the North Dorset District Council Tree Officer, that these will be planted in the gap on the bund. This will continue the hedgerow and provide screening for the allotment site.

2.3 The Allotment Association will fund the majority of the works and the Town Council's contributions will be made with existing resources.

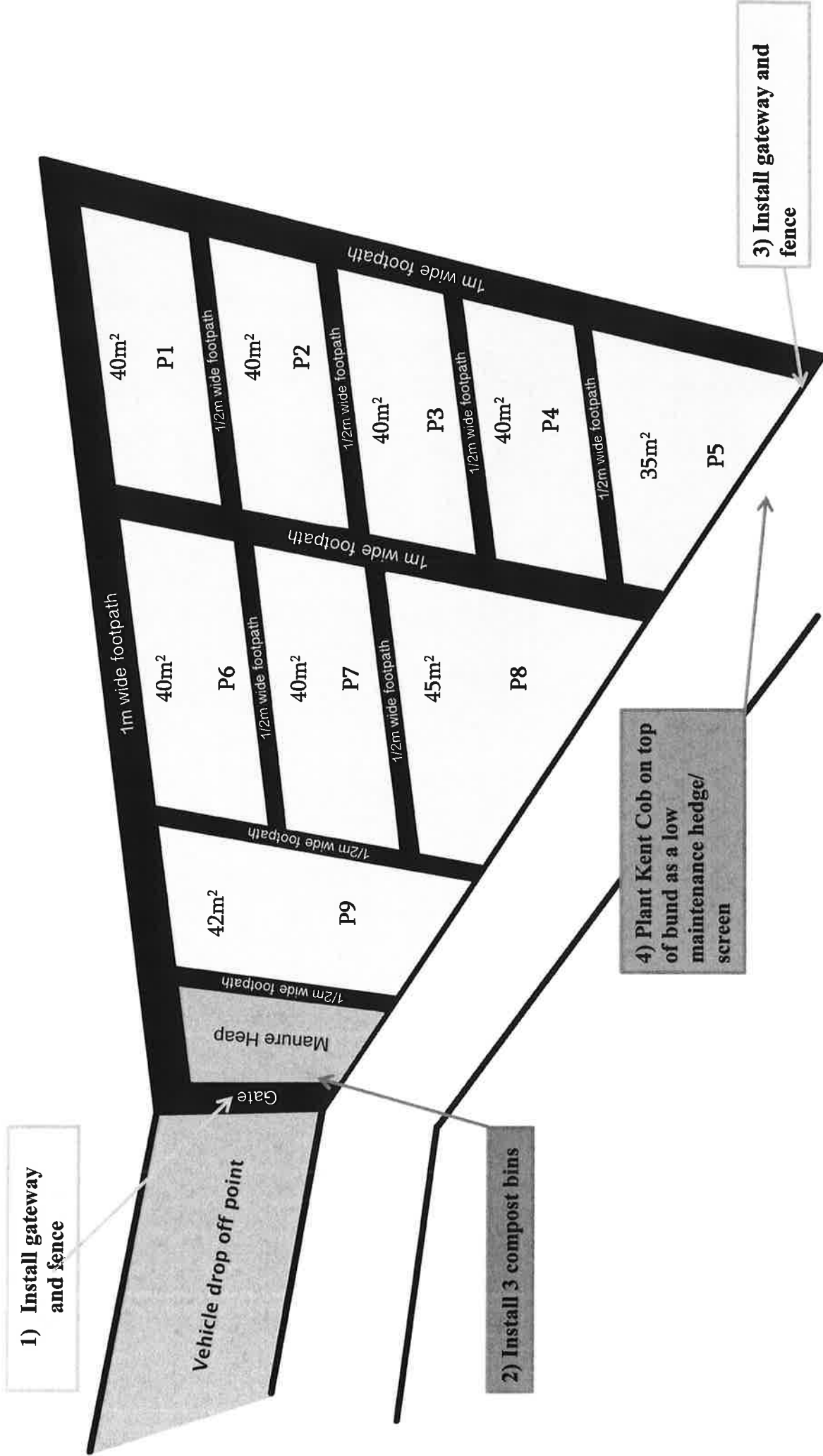
3. Recommendation

It is recommended that the Committee approves the management plan.

Emma Lindsay
Town Clerk

STURMINSTER NEWTON ALLOTMENTS

CHINNOCKS



CHINNOCKS MAP



2) Install 3 compost bins

3) Install gateway and fence

4) Plant Kent Cob on top of bund as a low maintenance hedge/screen

1) Install gateway and fence

Sturminster Newton Town Council

Amenities Committee 27th September 2018

Request to Plant Crocus Bulbs in the Railway Gardens

1. Introduction

The Council has received a request from Sturminster Newton Rotary Club to plant 500-1000 mauve crocus bulbs in the Railways Gardens. The purpose of this request is to celebrate the worldwide eradication of polio.

1.1 The Rotary Club have asked to plant the bulbs in the lower part of the Gardens. If approved, the Grounds Manager will provide guidance regarding precise planting location.

1.2 There are no resource implications associated with this request as the Rotary Club will purchase and plant the bulbs.

2. Recommendation

It is recommended that the Committee approves the request.

Emma Lindsay
Town Clerk



STURMINSTER NEWTON TOWN COUNCIL

Balloon and Sky Lantern Release Policy 2018

Adopted on: October 2018

Review date: 2020

Introduction

In recent years outdoor balloon and sky lantern releases have become a more common event at summer fairs, fundraising events, opening of new stores, or part of commemorative and celebratory occasions. However, what is less known is what happens once these items have been released and the potentially harmful consequences for wildlife and property that can occur as a result of this form of celebration.

The Marine Conservation Society (MSC) - an internationally recognised charity for the protection of seas, shores and wildlife has produced a thorough and detailed Pollution Policy and Position statement on Balloons and Sky Lanterns, asking UK Local Authorities to recognise balloons and sky lanterns as a form of littering and to ban all outdoor releases. This stance is actively supported by the Royal Society for the Prevention of Cruelty to Animals (RSPCA), the National Farmers Union (NFU) and many other public organisations.

Objective

The objective of this policy is to discourage and, if possible, to prevent the intentional outdoor release of balloons and sky lanterns as an act of littering in the parish of Sturminster Newton and to prohibit releases from Town Council owned land and premises.

Parameters

This policy covers the release of balloons and lanterns within the parish of Sturminster Newton and the Town Council's position in relation to the release of balloons and lanterns from Town Council owned land and premises.

The policy covers all types of balloon and lantern materials. The main types of balloon are latex (rubber) and foil (also known as Mylar) and can include other materials. Latex balloons, whilst biodegradable, may persist in the environment for several years and sky lanterns typically contain a metal frame.

Policy

Sturminster Newton Town Council prohibits the release of balloons and lanterns from Town Council owned land and buildings. This applies to Town Council run events and events run by third parties.

The Town Council considers the release of balloons and lanterns from any land or buildings as potential littering and will act, when advised to do so, under the Environmental Protection Act 1990 and the Clean Neighbourhoods and Environment Act 2005, where appropriate.

Litter

Where balloons and lanterns are released intentionally outdoors and are not disposed of responsibly, they litter the environment and could be considered as a potential offence under the Environment Protection Act 1990 and the Clean Neighbourhoods and Environment Act 2005. Where the Town Council receives evidence of littering through the release of balloons and lanterns, which are not disposed of responsibly, the Town Council may consider exercising its powers under the appropriate legislation.

Permitted Releases

Piloted hot air balloons are not covered by this policy. Helium balloons may also be permitted when used for research purposes, for example, weather balloons, if supporting evidence is provided, identifying any risk and/or any hazards to the environment and with any appropriate mitigation.

Monitoring, Assessment and Review

The Town Council will inform event organisers of the Balloon and Sky Lantern Release Policy by means of including relevant information within booking forms and other promotional material. The Town Council will include details of this policy within any new letting agreement or leases of land/buildings where permitted events take place.

The Town Council will promote the awareness of the potential harm of balloon and sky lantern releases, where appropriate.

Sturminster Newton Town Council

Amenities Committee 27th September 2018

Ricketts Lane Recreation Ground Senior Goal Posts

1. Introduction

1.1 Sturminster Rovers play their home football matches at the Ricketts Lane Recreation Ground. Matches are played on a Sunday from September – April each year. Sturminster Rovers pay a fee to the Town Council for the use of the football pitch, pavilion and changing rooms.

1.2 The Goal posts had been in use for at least 30 years and have lasted very well but now need to be replaced. The goal posts are buckled, which will make installation difficult this season, in addition the sockets in the ground have rusted and are no longer useable. There are sharp edges where the net supports are located and there are rust holes on the uprights. These defects are considered to be a safety hazard.

2. Replacement Costs

2.1. A complete set of posts and sockets is required and this comprises of the following:

- 1 x BX/DC 2759 Pair of Heavyweight 76mm Steel Socketed Full Size Goals c/w Sockets & Net Hooks - 7.32m x 2.44m
- (24' x 8') plus 2190 Continental Net Supports & 20151 3mm Wembley Nets

Total cost including delivery is £680 and can be funded from within the existing budget.

3. Recommendation

It is recommended that the Committee approves the purchase of new goal posts.

Emma Lindsay
Town Clerk