

**Cowbridge with Llanblethian Town Council
Minutes of Meeting of the Leisure & Amenities Committee
held in the Council Chamber, Cowbridge Town Hall,
on Monday 4th February 2019 at 7.00pm.**

Present: Chairperson – Cllr R Spencer-Downe
Mayor – Councillor T L Williams
Deputy Mayor – Cllr A Trousdell
Councillors: G Baty, H Wright, M Arnold, J Wallis, A Burges

In Attendance: Town Clerk – Ceri Anderson
Assistant Town Clerk – Sian Hookins

Item 1: Apologies for Absence.
None

Item 2: Declarations of Interest.
None.

Item 3: Matters arising from the Committee Meeting held on the 7th January 2019, which are not already on the agenda.

None

Item 4: Matters arising from the Special Leisure and Amenities Committee Meeting held on 16th January 2019 which are not already on the agenda

It was confirmed that the meeting needed to be arranged on the grounds of urgency due to time constraints relating to the submission of grant application. It was further confirmed that the special meeting was legally quorate.

The Clerk advised that in relation to adult fitness equipment being installed at Llanblethian Playing Fields a local contractor had offered the Town Council 3 pieces of equipment free of charge on the proviso that he is able to install the equipment. The Clerk confirmed she would establish what the charges for the installation would be and report back to the next meeting of the Committee.

Item 5: Vale of Glamorgan Playground Inspection Report

Following consideration it was agreed that the information provided should be noted.

Item 6: Leisure and Amenities Budget 2018/19

RESOLVED TO RECOMMEND: That the January budget as presented is approved.

Item 7: **To consider correspondence received:**

It was agreed that as the subject matter of all 4 items of correspondence were based on the same subject area they should be dealt with as a whole.

The Chairman reminded the committee of the decision of both the Leisure and Amenities Committee and Council to invite contractors to tender for the work at Southgate Park with a view to providing suitable designs which could then be considered at a public meeting offering members of the local community the opportunity to select their preferred option.

The committee agreed that Mr Bird with thanks should continue to water the areas referred to in his letter.

The Clerk confirmed that she had subsequently spoken to Mrs Young at length and advised her of the decision of Council in this matter.

It was noted that it was very important that the issues relating to honey fungus and existing weeds/stumps in the ground must be addressed by any contractor carrying out the work at Southgate Park.

Item 8: Southgate Park – Tender Document

The document as presented was reviewed by the committee and it was agreed that the following should be included:

- Appropriate preparation of the soil to address existing issues to include honey fungus, weeds, tree stumps.
- Contractors to be given the opportunity to submit more than one design to enable a range of costs to be presented. *(It was agreed that Cllr Wallis would assist the Town Clerk with the wording to be added to the tender document)*

RESOLVED TO RECOMMEND: That with the appropriate amendments the Tender Document is accepted

Concerns were raised about the limited timescales involved and the Committee wanted to ensure that sufficient tenders were received for consideration.

RESOLVED TO RECOMMEND: That the Town Clerk provides local contractors with the relevant expertise with Invite to Tender and Tender Documentation

Item 9: Emms Cottage

Nothing to report.

Item 10: Limes Cemetery Consecration

The Assistant Town Clerk confirmed that she had made enquiries about this item.

RESOLVED TO RECOMMEND: That in the interests of clarification the whole of Limes Cemetery is consecrated at no additional cost to Council.

Item 11: Tree Pruning – Holy Cross Church

Confirmed that on the ground of urgency necessary tree pruning at Holy Cross Church had been carried out.

Item 12: Hedge pruning at Llanblethian Playing Field

The Clerk reminded members a request had been made by a resident of Aeolian house that the Town Council arranges for hedgerow adjacent to her property to be cut. It was an understanding of the Council have this had happened historically on a regular basis. The meeting was advised the contractor had been contacted however when he sought permission to carry out the work with the Vale of Glamorgan Council permission was refused on the grounds that the hedgerow was in fact tree shoots and therefore should not be cut.

RESOLVED TO RECOMMEND: That the Clerk makes further enquiries with the Vale of Glamorgan Council on this matter.

RESOLVED TO RECOMMEND: That the Clerk writes to the resident of Aeolian House advising her of the reason for the delay.

Item 12a: Invitation to Tender and Grounds Maintenance Contract

It was agreed that members of the Committee would inspect the information provided in detail with a view to discuss at the next meeting of the Leisure and Amenities Committee.

Date and time of next meeting: 4th March 2019 at 7.00pm

Meeting concluded at 8.05pm