

**Cowbridge with Llanblethian Town Council**  
**Minutes of Meeting of the Leisure & Amenities Committee**  
**held in the Council Chamber, Cowbridge Town Hall,**  
**on Monday 2<sup>nd</sup> July 2018 at 7.00pm.**

**Present:** Mayor – Councillor T L Williams  
Councillors: Mrs M Arnold, Mrs G Baty BEM,  
R Spencer-Downe, J H Wallis, H Wright

**In Attendance:** Town Clerk – Ceri Anderson.

**Item 1: Apologies for Absence.**

Cllr A Burges - Absent

**Item 2: Declarations of Interest.**

None.

**Item 3: To consider draft Terms of Reference for Leisure and Amenities Committee**

**RESOLVED TO RECOMMEND:** that the Terms of Reference are accepted as a working document and to be reviewed annually with the following amendments:-

At 1.4 to include - Emms Cottage, The Twt and the entrance to The Twt, Picadilly, The Ford, Llanblethian Playing Fields and Southgate Park

**Item 4: Matters arising from the Committee Meeting held on the 4<sup>th</sup> June 2018, which are not already on the agenda.**

None

**Item 5: Surface Edging Play Area Twt Park**

The Clerk advised that she had been speaking with Mr Wyndham Hughes, Parks Inspector regarding the edging issues at the Twt Park and he had offered to provide details of a local specialist that he recommended.

Cllr M Arnold advised that she was aware of another contractor who could possibly carry out the repair works. The details were given to the Clerk.

It was agreed that the Clerk should approach both contractors and ask them to supply quotation for the work to be carried out and report back to the next meeting.

**Item 6: Southgate Park Wall**

The Clerk confirmed that 3 contractors had been approached and given identical mandate to carry out the work at Southgate Park however only one quotation had been submitted- as presented.

**RESOLVED TO RECOMMEND:** that the quotation from Kinsale Stone for £5501.98 inclusive of VAT is accepted and the works are carried out as soon as possible.

**Item 7: Inventory List of Maintenance Equipment update**

Cllr R Spencer-Downe confirmed that he had checked the inventory list with Mr W James and everything as listed was present to include the “billy goat”.

The Clerk advised the Mr James would like Council to purchase a hedge-cutter to enable him to carry out work in Limes Cemetery. It was agreed that the Clerk would provide up to date list of which hedgerow the Amenities Supervisor was maintaining.

Following discussion:

**RESOLVED TO RECOMMEND:** that Cllr H Wright would provide a hedge cutter on a temporary basis until the Committee had the opportunity to review hedge maintenance for the whole of the town.

**Item 8: Tree Survey**

Members were informed that the tree survey was now complete and copies were available for inspection in the Town Council offices.

**RESOLVED TO RECOMMEND:** that Councillors inspect the Tree Survey before the next meeting of Leisure and Amenities Committee when it will be placed on the agenda for further discussion.

**Item 9: Picnic Benches – Twt Park**

The Clerk advised the committee that this was suggestion brought forward by a member of the Town Council for consideration.

Following discussion:

**RESOLVED TO RECOMMEND:** The Clerk obtain quotes from two alternative suppliers for picnic benches and report back to the next meeting of the Leisure and Amenities Committee

**Item 10: Paths – Holy Cross Church (Repair and Grit)**

The Clerk informed the Committee that a request had been received from the Holy Cross Church for provision of grit and for necessary repairs to be carried out on the footpaths.

**RESOLVED TO RECOMMEND:** that the Amenities Supervisor carries out the necessary repairs as part of his Autumnal winter programme.

**RESOVLED TO RECOMMEND:** that the Town Council provides grit for the winter season on the same terms as previous years.

**Item 11: Concrete Plinths – Benches Twt Park**

Members considered the quotation for the installation of plinths under the benches at Twt Park. It was noted that the contractor had provided for 7 plinths when only 4 were required

**RESOLVED TO RECOMMEND:** That the Clerk contacts the contractor advising him to carry out the work on only 4 benches and to re-submit an invoice based on this.

**Item 12: Emms Cottage**

Clerk confirmed still awaiting quotes for the work at Emms Cottage.

**Item 13: Limes Cemetery**

It was noted that there had been significant improvement regarding The Limes Cemetery.

**Item 14: To receive the report of the Amenities Supervisor**

The Clerk provided a verbal report on the works carried out by the Amenities Supervisor. Discussion took place about the distance between plots for ashes and the possibly provision of a wall for scattering ashes alongside a special area set aside for still births. It was agreed that these matters should be placed on the agenda for the next meeting for further consideration.

**Item 15: Leisure & Amenities Budget 2018/19.**

The Clerk advised that she had not yet had the opportunity to look at alternative waste disposal providers, however now the Assistant Town Clerk was in post the matter would be progressed.

**RESOLVED TO RECOMMEND:** To accept the Leisure & Amenities Budget as presented.

**Item 16: 5 Year Strategic Plan**

It was noted that the Clerk was currently revising the format of the 5 year strategic plan and once completed the committee would revisit to progress.

**Item 16a: Play Area Report – W Hughes, Playground Inspector, Vale of Glamorgan Council**

The Committee reviewed the report and further deterioration of the slide at Llanblethian playing fields had been noted. Following discussion:

**RESOLVED TO RECOMMEND:** That the Clerk investigates repair of the slide.

**FURTHER RESOLVED TO RECOMMEND:** That if repair is not possible to obtain quotes for removal and replacement of the slide.

It was agreed that the shoot of the slide should be stored with a potential of being re-used.

**Item 17: Date and time of next Meeting.**

Monday 3<sup>rd</sup> September 2018 at 7.00 pm.

*The meeting concluded at 8.10 pm*