

Cowbridge with Llanblethian Town Council
Minutes of Meeting of the Leisure & Amenities Committee
held in the Council Chamber, Cowbridge Town Hall,
on Monday 8th January 2018 at 7.00pm.

Present: Chairman – Councillor A T Trousdell
Mayor – Councillor Mrs S Vaughan
Deputy Mayor – Councillor T L Williams MBE.
Councillors: Mrs G Baty BEM, Mrs A Burges, R S Downe,
and C George.

In Attendance: Town Clerk – Mr David B Morris.

1: Apologies for Absence.
Councillors: Mrs M Arnold and J H Wallis.

2: Declarations of Interest.
None

3: To confirm the Minutes of the Leisure & Amenities Committee meeting held on the 4th December 2017.

Proposed by Councillor Mrs G Baty, seconded by Councillor Mrs A Burges that the minutes of the Leisure & Amenities Committee held on 4th December 2017 be confirmed as a correct record and duly signed.

Resolved as proposed.

4: Matters arising from the Committee Meeting held on the 4th December 2017, which are not already on the agenda.
None

5: Matters arising from the Town Council Meeting held on the 19th December 2017, which are not already on the agenda.
None

6: Vale Council Monthly Play Park Maintenance Inspection Report.
The Playground Inspection & Maintenance Report for the 2nd January 2018 was considered and the following noted -

Llanblethian Playing Fields

Site Seating – Picnic table and bench require treating with preservative.

Bench seat slat loose requires re-fixing.

General Overview – Grass long in the area.

Climbing Frame and Net – Slight movement to posts in ground. Safe to use.

Site Surface – Moss and lichen on safety surfaces due to inclement weather. To be cleaned. Safe to use.

Swing 1 Bay 2 Cradle Seats – Chains and shackles corroding. To be painted with anti-corrosion if not successful then will need to consider replacing the chains.

Safe to use.

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- 6: Vale Council Monthly Play Park Maintenance Inspection Report (Continued):**
Junior Slide – Hand rail and top corroded and broken. Slide supports worn and corroded. Steps slippery and step supports missing. Safe to use but to be monitored. Replacement parts cannot be sourced due to age of equipment therefore Vale of Glamorgan Council Parks staff going to try and manufacture a new handrail and support. If not possible to fix then consideration to removing equipment.

Twt Park

Sputnik Roundabout – Wear to bearing. Safe to use.

Glide – Surface around unit very muddy and wet at time of inspection due to inclement weather. Safe to use.

Small Activity House – Graffiti on Frame – To be removed by Caretaker.

Net Activity with Rolling Beam – Bearing on rolling log wearing. Safe to Use but monitor.

The report was **Noted**.

7: Rolling Programme 2017/18.

7.1 Limes Cemetery.

The leaves had been raked up and cemetery grounds cleared of fallen branches by the Caretaker. Councillor R S Downe had planted the two troughs situated outside the Funeral Masons premises in the Limes.

Noted.

7.2 Holy Cross Church.

- (i) Placement of Salt Gritting Box at entrance of Holy Cross.

Noted

- (ii) Estimated Cost of Repair to Overhead Light.

The Church Wardens had advised that the cost to repair the overhead light along the main entrance path to the Church is £459.67 plus VAT. Discussions were taking place in relation to the budgetary implications of spending this amount. The Town Council would be notified once a decision had been made.

Noted

7.3 Southgate Park.

No Update.

7.4 Twt Park.

- (i) Tree Removal – Old Grammar School.

ESA Treecare had advised that they were seeking final permission from the Vale of Glamorgan Council to remove the Beech Tree from the private grounds of the Old Grammar School. It is anticipated that this should be done on the 12th February 2018. ESA will notify the residents living in and around the park before the work commences. Although the intention is to use the road and foot path from Town Mill Road entrance for the crane, van and chipper it won't be closed permanently just temporarily whilst a branch is removed. ESA will put up signage to the play area entrances and footpaths.

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7: Rolling Programme 2017/18 (Continued):

7.4 Twt Park (Continued):

The schools to be notified once the date for the work is confirmed for those students who use the park to walk to and from school. In addition a Gem article to be published informing the community of the date for the work.

Councillor T L Williams suggested that the chippings could be used to cover the muddy ground around the area of the Glide.

Noted.

7.5 Emms Cottage.

Councillor A T Trousdell advised that he would sweep and clear the area once the weather had improved.

Noted.

7.6 Llanblethian Playing Fields.

Councillor A T Trousdell advised that mole hills had started reappearing on the field. Agreed to monitor the situation at the present time.

Noted.

7.7 Cae Rex Allotments.

(i) Overgrowing Trees Y Bont Faen Primary School.

Councillor T L Williams advised that the Vale of Glamorgan Council had now carried out a survey of the trees growing on the boundary between the allotments and Y Bont Faen Primary School. They are satisfied that the trees are healthy and do not require any work. However, any overgrowing tree branches into the allotment area can be cut back if there are any concerns by the gardeners. In the meantime there are concerns regarding the trees overgrowing from the allotment side into the school grounds, which will require work to cut back the branches.

Members agreed that a written survey report was required from the Vale of Glamorgan Council. Councillor T L Williams agreed to make enquiries to obtain a written copy of the report.

Noted.

(ii) Email Correspondence, Secretary, Cowbridge Allotment Association – Condition of Boundary Fencing, Trees and Gates.

The Secretary of the Cowbridge Allotment Association had written advising of concerns in regard to the security of the site. Issues raised were –

The branches of the trees on the north east and north west boundaries having fallen into the allotment site and onto the public footpath that runs alongside the allotments.

The north west boundary along plot 6 has no fence or other physical boundary and on several occasions a dog has gained access to the site through the gap.

The access gates to both sides of the site from the public footpath are very old and in poor condition – very rusty and easy to force open. They need replacing.

The Association requested that the boundary trees be examined, that a physical boundary be provided at the end of plot 6 and the gates replaced. In the meantime with permission of the Town Council, the Association will re-paint the gates.

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7: Rolling Programme 2017/18 (Continued):

7.7 Cae Rex Allotments (Continued):

(ii) Email Correspondence, Secretary, Cowbridge Allotment Association –
Condition of Boundary Fencing, Trees and Gates (Continued):

Members **Resolved** that a response should be provided to the Association giving permission to paint the gates and that if they wished to clear any area of the allotment and its boundary of fallen or low overhanging branches they may do so. In the meantime the Agreement between the Town Council and the Allotment Association needed to be reviewed since this should be done every five years.

7.8 Factory Road.

No Update

8: Expenditure Budget 2017/18.

8.1 Up to 31st December 2017.

The Expenditure Budget up to 31st December 2017 was circulated at the meeting and showed an actual spend of £10,875.43 and an anticipated spend of £3,487.42 making a total of £14,362.85, leaving the balance for the remainder of the financial year at £1,637.15.

Noted.

8.2 Tree Assessment and 3 Year Planting/Maintenance Programme.

The Town Clerk advised that only one quote had so far been received from Anstee Landscapes & Tree Felling. A further quote was due in from ESA Treecare but had not yet arrived. Two other companies had been contacted for quotes – Arbourwood Treecare and Arbtech Tree Services but no response had been received from either of these companies. A third quote is to be obtained.

Noted.

8.3 Winter Maintenance of Borders/Shrubs

Three quotes had been received to undertake a ‘one off’ grounds maintenance work in the Town Council parks, cemetery and church. They were -

1. Anstee Landscapes & Tree Felling – To bring back the borders in Southgate Park, Emms Cottage and the entrance to Twt Park at Town Mill Road to include cutting back shrubs and small trees, re-edging borders, weeding and re-cultivating where necessary, trim cemetery hedges, shape box hedging and Topiary Yew cost £1500.00.
2. B M James Grounds Maintenance – All of the park areas , church and cemetery grounds to remove dead branches, self seeders, trim low hanging branches, cut back overgrown bushes, remove ivy on walls, blow and remove leaves cost £3, 285.00
3. Chris Watts Maintenance - All of the park areas , church and cemetery grounds to remove dead branches, self seeders, trim low hanging branches, cut back overgrown bushes, remove ivy on walls, blow and remove leaves cost £1105.00

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8: Expenditure Budget 2017/18 (Continued):
8.3 Winter Maintenance of Borders/Shrubs (Continued):

Proposed by Councillor Mrs S Vaughan, seconded by Councillor T L Williams that the quote from Chris Watts Maintenance be accepted. In addition to his quote being the lowest cost, he is also well known locally and reliable to undertake and complete the work.

Resolved as proposed.

9: Charter for Trees, Woods and People

9.1 Tree Charter Thank You Letter

Correspondence had been received thanking the Town Council for supporting the launch of the new Charter for Trees, Woods and People.

Noted.

10: Correspondence.

10.1 Email response from the Vale of Glamorgan Council that their Park Rangers would clear the public footpaths 43/44/45 and F6 of leaves and debris as a result of a request from the Town Clerk and Councillor Mrs M Arnold.

Noted.

11: Matters to be discussed at the discretion of the Chairman relevant to the Committee.

None.

12: Date and time of next Meeting.

Monday 5th February 2018 at 7.00pm.

Councillor A T Trousdell

Chairman