

**Cowbridge with Llanblethian Town Council
Minutes of Meeting of the Leisure & Amenities Committee
held in the Council Chamber, Cowbridge Town Hall,
on Monday 1st July 2019 at 7.00pm.**

Present: Mayor – Councillor A T Trousdell
Deputy Mayor – Cllr S Vaughan
Chairperson – Cllr H Wright
Cllrs - B Saidi, R Spencer-Downe

In Attendance: Town Clerk – Ceri John.

Cllr H Wright welcomed everyone to the meeting and thanked the committee for nominating him as Chairperson. Cllr Wright said that he hoped that the forthcoming year would be a positive and productive one.

Item 1: Apologies for Absence.
Councillor N Thomas – Health
Councillor G Baty – Health
Councillor J Wallis – Health

Item 2: None

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

Page 3, Minute No 10 – Overgrown Hedges.

The Clerk confirmed that she had passed Mr Townend’s concerns on to the Vale of Glamorgan Council.

Item 4: Leisure and Amenities Accounts for June 2019

Following consideration:

RESOLVED TO RECOMMEND: That the Accounts for June 2019 are accepted with thanks

Item 5: Environmental Health -Sensory Play Equipment, Twt Park

The Town Clerk confirmed that she had met with the Environmental Health Officer and the report was provided to members for consideration.

Cllr Wright advised the Committee that the conclusion of the report had been that neither the Turtle Drum or the Tiger Glockenspiel constituted a Statutory Nuisance and not further action in relation to these pieces of equipment could be justified

It was agreed that a copy of the report should be given to Mr Morgan for his information.

The clerk advised the committee that sadly one of the pieces of sensory lay equipment had been badly vandalised and would have to be removed from the play area on health and safety grounds. Members were further informed that the Clerk had reported the incident to both the police, the insurers and the equipment providers, furthermore since the incident the equipment had been temporarily covered with tarpaulin and signs warning it should not be used. The Committee recognised that the replacement when purchased should be sensory in nature and it was agreed that the Clerk should be provided with some possible alternatives to consider at the next meeting. To conclude the committee was reminded that there would be installation costs when the new piece of equipment was purchased.

Item 6: Maintenance Contract – works update

Members were informed that maintenance works were on-going and that the preferred contractor had been working at the Limes Cemetery and Southgate Park. The Clerk advised the Committee that she had received a number of positive responses about the Limes Cemetery and a resident living within the vicinity of Southgate Park had telephoned to say how pleased they were with the work carried out at the entrance to the Twt Park. The Clerk confirmed that this had been done by Mr W James.

Item 7: Bench Survey

Cllr Wright confirmed that he and Cllr Trousdell had carried out a bench survey and the report was presented to members for consideration.

It was noted that some of the benches in the Twt Park were in a very poor condition and not repairable. The Committee was reminded that one memorial bench had been installed and another was due to be installed in the next couple of weeks. The Clerk confirmed that she had contacted the Rotary who had historically sponsored a bench in the park and advised them of its poor condition. The Clerk was waiting for a decision from them as to whether they wished to purchase a new replacement bench.

The Committee were further advised that a local group who regularly used the bench immediately outside the Town Hall had kindly given a donation of £160 to the Town Council for its refurbishment. It was recognised that the bench was not in the ownership of the Town Council but the Clerk had liaised with relevant officers at the Vale of Glamorgan Council and they were happy for the refurbishment to be carried out. It was agreed that the Clerk should continue to liaise with the Vale of Glamorgan on this matter and report back to the next suitable meeting.

Cllr Wright confirmed that whilst carrying out the survey it had been noted that a number of the benches in the ownership of the Vale of Glamorgan were in a

very poor condition and that this reflected badly on the town.

Members were advised that the Clerk had made enquiries as to the Vale of Glamorgan schedule in relation to the replacement and refurbishment of

benches and she had been informed that the Vale of Glamorgan worked on a reactionary basis in that if they received complaints about a specific bench it would then be inspected and placed on a schedule for repair.

The Committee was informed that if the Town Council carried out an inspection of the benches in throughout the town that were in the ownership of the Vale of Glamorgan this could then be presented to the appropriate department with a request that the necessary repairs are carried out.

The Committee asked that it be noted that whilst they felt strongly that this was the responsibility of the Vale of Glamorgan Councillors it was agreed that in the best interests of the Town and to ensure the matter is progressed two members of the Town Council would carry out the survey.

RESOLVED TO RECOMMEND: That Cllr Trousdell and Cllr Spencer Downe carry out the bench survey on Vale of Glamorgan Benches in the town.

RESOLVED TO RECOMMEND: That the Town Clerk forwards the survey to the relevant officers at the Vale of Glamorgan Council with copies to the Vale of the Glamorgan Councillors representing Cowbridge.

Item 8: Limes Cemetery – Update

Competition

The Clerk advised members that she entered the Limes Cemetery in the competition as advertised in the Local Clerks magazine. It was agreed that the Mayor could mention this in his weekly Mayoral Report in the local newspaper.

Health & Safety, Memorials and Headstones

Members were reminded that it was an obligation of the Town Council to carry out memorial/headstone checks on an annual basis. The Town Councils maintenance staff had started to carry out the check and it had been brought to the attention of the Town Clerk that a number of the memorials in the Limes Cemetery needed attention.

The Committee was further advised that there was a process that needed to be adhered to and initially all the gravestones that had been identified that needed attention were being covered with necessary yellow caution bags. Following this the Town Clerk had to try and contact all the owners of the graves to request that they make necessary repairs or alternatively the memorials would

have to be laid flat on the grave. If the Clerk was unable to contact the owner of the grave those would then be laid flat for Health and Safety Purposes.

It was agreed that the Town Clerk should monitor this process and report back to the Committee in due course. Further agreed that Cllr Trousdell could provide relevant information to members of the community regarding this in his Mayoral Report in the local newspaper.

Planters

Cllr Trousdell provided the Committee with details of a local provider.

RESOLVED TO RECOMMEND: That the Clerk is given a budget of £150 to purchase new planters for the Limes Cemetery.

Friend of the Limes Cemetery

Cllr S Vaughan provided members with a copy of an article she had previously produced for the Gem newspaper inviting people to become Friends of the Limes Cemetery.

Cllr Vaughan referred members to the National Federation of Cemetery Friends which provided information about setting up and running a Friends group. It was agreed that the Clerk should purchase the book Saving Cemeteries at a cost of £10 from the National Federation to assist Council with this project.

Following discussion:

RESOLVED TO RECOMMEND: That Cllr Vaughan provides Committee Members with a selection of possible dates to meet informally with members of the public who are interested in being part of Friends of the Limes Cemetery Group to enable this item to be progressed.

It was agreed that the Mayor could mention this project in his weekly Mayoral Report in the local newspaper.

Item 9: Southgate Park – Update, Path and other matters

Cllr Wright confirmed that a positive and speedy response had been received from Mr Bird about reparation to the wall backing on to Southgate Park. It was agreed that the Clerk should monitor and report back accordingly.

Members were reminded that the Clerk had received complaints from residents about the safety of the path at Southgate Park and the Clerk had been asked to investigate alternative surfaces and associated costs in readiness for the meeting.

The Clerk informed members that she had received a telephone call from Cllr N Thomas with a request that investigation into repair of the existing path is also considered.

Cllr Wright advised the Committee that he had carried out a comprehensive survey of the area in question and noted that Twt Park and the pavements at Scholars Road were finished in Tarmac. It was further noted that the differential in cost between the three surfaces meant that there would be no need to go out to tender if a Tarmac finish was agreed.

Following discussion of alternative finishes and the practicalities and viability of repairing the existing path: -

RESOLVED TO RECOMMEND: That the preferred choice of surface for the new path is Tarmac on the grounds that it is, in keeping, durable, cost effective and proven in other areas.

RESOLVED TO RECOMMEND: That the Town Clerk as a matter of urgency obtains two more comparative quotes for a Tarmac path in readiness for the next meeting of the Town Council.

Item 10: Weed Spraying

Members were reminded of complaints received about the condition of the High Street and surrounding areas with regards to overgrown weeds.

It was agreed that the Clerk should write to the Vale of Glamorgan to try and identify the exact dates the Weed Spraying is carried out in Cowbridge and ask that the Town Council is notified in advance of when it is to take place.

It was also noticed that in 2018 one weed spraying treatment had been missed due to the re-tendering process and members wanted assurance that this had not been the case again this year.

Item 11: Leisure and Amenities - Terms of Reference Review

Following consideration:

RESOLVED TO RECOMMEND: That a combination of the Terms of Reference are accepted with minor amendments and addition of associated map.

Item 12: Email Correspondence – Mr Roberts – Table Tennis

RESOLVED TO RECOMMEND: That Cllr Wright meets with Mr Roberts to discuss the possibilities of installation of an outdoor table tennis facility and report back to the next meeting.

Item 13: Trim Trail – Cllr A Trousdell

Members were provided with a copy of a report in relation to a “Trim Trail”

Cllr Trousdell reminded members of Council’s previous discussions about a five year plan and the requirements of the Wellbeing of Future Generations Act. Members were asked to consider the possibilities of a Keep Fit Trail which goes from Bear Field along the foot of Mount Ida and on to Llanblethian Playing Field and then continue back into Cowbridge.

Members agreed that potentially this could be a very good project and it was decided that further investigation should be made into the matter\costs and possible grant funding by the Clerk and she should report back to the next meeting.

Item 14: Date and Time of Next Meeting

Monday 2 September 2019 at 7.00pm

The meeting concluded at 7.55 pm