

**MINUTES OF THE MEETING OF THE ESTATES & OPERATIONS COMMITTEE
HELD REMOTELY ON
THURSDAY 9TH JULY 2020 AT 7.00PM**

Present: Councillor C Briggs (Chairman)

Councillors: S Roe F W Lee N Blanchard B Sellars G Edwards J Charters
Mrs J Charters

In Attendance: Clerks to the Committee: Mrs R Brown, Mrs S Green
Cllr C R Jackling and Cllr P Whittaker
2 members of the public

The Members of the public wished to speak on Item 7 regarding the issues with dogs in parks. They advised that Glebe Park had become known as the dog park and that there were often 10 or more dogs there, the field was becoming unkempt because of the dogs running around on it, and the owners appeared to take little notice of what their dogs were doing as they were chatting. The owners cars can often be badly parked in Ripley Drive which causes the residents problems. An elderly lady had been knocked over by a dog, as they are mostly not on leads. They suggested that an area could be fenced off to one side for the dogs, allowing other people to walk safely through the park. Alternatively, the gate from Ripley Drive could be removed so that the owners would need to take more notice of their dogs to stop them running out of the park. A car park could also be made the other side of the park to save people having to park on Ripley Drive.

The members of the public were muted, and they turned off their camera.

The meeting opened at 7.15pm

1. APOLOGIES FOR ABSENCE AND ACCEPTANCE OF REASONS GIVEN

AGREED Proposed by Cllr Sellars, seconded by Cllr Edwards
To accept reasons for absence received from: Cllr Killingsworth
Unanimous

2. RECEIPT OF ANY DECLARATION OF MEMBERS' INTERESTS UNDER THE LOCALISM ACT 2011

None received at this point.

3. NOTES OF THE COMMITTEE MEETING HELD ON 5TH MARCH 2020 BE APPROVED AS A TRUE RECORD OF MINUTES

AGREED Proposed by Cllr Roe, seconded by Cllr Blanchard
The minutes dated 5th March 2020 be approved as a true record
Unanimous by those who had attended that meeting

4. CHAIRMAN'S ITEMS

None at this point

5. CORRESPONDENCE AND CLERKS ITEMS

The Clerk advised that an email had been received expressing thanks for the fantastic job the services staff had undertaken at the Cemetery. A member of the public had contacted the office regarding a bench that a group of people wished to purchase in memory of a resident. They are organising the permission from Highways to site the bench, and they have been advised that they should purchase a recycled plastic bench, and we shall then take over the maintenance of the bench. The Office had been contacted by NKDC regarding the park into the Memorial Hall play area from Newark Road, requesting that it be looked at to see if it could be changed to stop Motorbikes entering through it. It was felt that this would not be possible because access for residents with pushchairs needed to be maintained. All the Playparks have now been opened, following risk assessments and a clean, with appropriate signage erected at each park. The new

play equipment that was ordered at the end of the last Council year is in the process of being made now, and will hopefully be installed in the next couple of months.

6. SERVICE STAFF REPORT

The report had been circulated prior to the meeting. There had been a lot of work undertaken at the Cemetery, all the playparks had been risk-assessed with regarding to COVID-19 and all were now open.

7. ACTIONS TO REDUCE DOG NUISANCE ACROSS OPEN SPACES

Cllr Roe advised that there had been a number of occasions when dogs had attacked other dogs around the Manor Farm area. The details had been forwarded to the police and they were contacting the owners concerned. Dog owners are responsible for their dogs. When dogs attack each other, it is a civil matter. Cllr Roe had visited Glebe Park a number of times and noted that the grass was not growing, but that the dogs were generally not misbehaving, but the owners were no in control of them. There was some discussion about this matter, and the Committee thought that Craig should be asked to look at and advise on the state of the grass. If it was decided that dogs should be kept on leads, then there would be issues with how this could be enforced.

AGREED

Proposed by Cllr Briggs, seconded by Cllr Roe

to ask Craig to look at the grass and report back to the next meeting. The Clerk to write to LCC regarding the parking issues on Ripley Drive, with the possibility of an enforcement officer visiting the area, and also to ask Craig to look at the possibility of removing the gate.

7 in favour, 1 abstention

8. FIRE RESISTANT LOFT HATCHES FOR FEN LANE

The Clerk advised that following the Fire Risk Assessment, the Assistant Clerk had worked through the issues raised, and that fire resistant loft hatches were needed. The cost of these had been circulated prior to the meeting.

AGREED

Proposed by Cllr Briggs, seconded by Cllr Lee

to purchase and fit a loft hatch allowing for fitting, with a total cost of up to £200
Unanimous

9. SOLAR SERVICE REPORT – FOR INFORMATION

The Clerk advised that the solar panels had been serviced and are generally in good working order. The report was noted.

10. SELMEC INVESTIGATIONS TO BE UNDERTAKEN FOLLOWING THE RECENT WORKS

The Clerk advised that during the works recently undertaken, that there were a couple of matters that required further investigation. As it is unknown how long it will take to find the fault, Selmec have given daily rates.

AGREED

Proposed by Cllr Roe, seconded by Cllr Briggs

to allow a maximum of two days for the two investigations to be undertaken.

Unanimous

Selmec had also found that the Distribution Board had all the MCB's fitted the wrong way round, and also the top metal plate was missing, which is a fire hazard

AGREED

Proposed by Cllr Briggs, seconded by Cllr Roe

to instruct Selmec to correct the issues with the Distribution Board

Unanimous

11. FLOOD LIGHTS FOR COMMUNITY HUB – QUOTES RECEIVED

Two quotes have been received for floodlights at the hub, both companies had been given the same specification, but came up with different plans.

AGREED

Proposed by Cllr Roe, seconded by Cllr Sellars

to accept the quote from Selmec in respect of the Flood lights for the Community Hub

Unanimous

12. FOOTBALL TRAINING ON WITHAM FIELDS AND CHAPEL FIELDS

The Clerk advised that the Council had been approached by a number of people regarding the possibility of football training at both locations. The Council had agreed to allow Tigers Football club to train at Chapel Fields. This matter would be looked at by the Business Sub Committee

13. NEW FLOORING IN CHANGING ROOMS FEN LANE

The Clerk advised that two quotes had been requested for new flooring in the changing rooms and corridor at Fen Lane. Unfortunately only one had been received at this stage and it was quite high. The Committee wasn't convinced that there was a need for new flooring, and asked that the Clerk investigate further to ascertain what flooring, if any, was required, the longevity of this flooring, whether repainting of the current flooring would be sufficient, and to report back to the next meeting.

14. DOG BINS AT WITHAM FIELDS

The Clerk advised that an email had been received requesting that new, larger bins be provided at Witham Fields as the current dog bins were always full, and it was felt that people were bringing dog poo with them from home to place in the bins. The Clerk had spoken with the Service Staff regarding this and it was felt that this was not an issue. The Committee agreed that this was not required, and asked the Clerk to respond accordingly.

15. PUSH STOP TAP AT CHAPEL FIELDS – REQUEST RECEIVED

The Clerk advised that an email had been received requesting that council consider installing a push stop tap at Chapel Fields to allow dog walkers to give their dogs a drink. The resident had suggested that they would cover the cost of the tap. The members discussed this and felt that it would be a challenge to children to get it to work, and that it would result in a lot of mess and mud at the Hub and that it would be more appropriate for dog walkers to bring their own water with them.

AGREED

Proposed by Cllr Sellar, seconded by Cllr Edwards
to refuse this request for a push stop tap at Chapel Fields
Unanimous

16. CAFÉ AT WITHAM FIELDS – REQUEST RECEIVED

The Clerk advised that an email had been received suggesting that it would be a good idea to have a café at Witham Fields.

AGREED

Proposed by Cllr Charters, seconded by Cllr Lee
to ask Business Sub committee to look at this, to consider inviting tenders to open a café, probably with limited hours, using the end garage.
Unanimous

17. FIRE RISK ASSESSMENT TO BE REVIEWED

The Clerk advised that following receipt of the risk assessment, the Assistant Clerk had reviewed it all and the only outstanding item was the fire proof loft hatch approved above.

18. REVIEW OF EMERGENCY LIGHTING TEST RESULTS

The Emergency Lighting test results had been received and there are a number of faults which need to be investigated and remedied. There was a quote received based on a maximum of £90 per unit, which could be reduced once the fault had been ascertained.

AGREED

Proposed by Cllr Briggs, seconded by Cllr Blanchard
that the Clerk should check Standing Orders as to whether further quotes should be obtained, and also to get the works under Item 10 completed prior to going ahead with these works, and also to ask for the lighting in the office to be looked at as the current strip lighting is quite harsh.

Unanimous

19. CLOSURE OF ACCESS TO ST AIDENS PARK FROM ST PETERS AVENUE

A report had been received from the Police following an incident at St Aidens Park where a lady had been injured by a fence panel falling on her when she tackled some people who were damaging her fence. The Police requested that the Council close the access to St Aidens from St Peters Avenue as it belongs to the Council. There was some discussion regarding this. The damage to the fence panel was caused at the back of the property, not along the passageway, many people use the passageway as access to the park, and the alternative route is some distance away. The Council does not want to give in to violence. The passageway would need to be blocked at both ends and this could just create a challenge for people to climb over. Also there are a number of entrances at parks which are similar, and closing off this one would set a precedence. The residents need to be encouraged to report antisocial behaviour to the police to ensure that is logged.

Proposed by Cllr Lee, seconded by Cllr Blanchard

AGREED

to not close the passageway to St Aidens Park from St Peters Avenue
Unanimous

20. REPLACEMENT TO THE VAUXHALL VIVARO – QUOTES RECEIVED

The Vivaro is due to be replaced, and quotes had been obtained for electric and diesel options. Whilst the Council would wish to move to an electric van, the low mileage undertaken, and the greater monthly lease cost would result in the benefits not being obtained. It was felt likely that the Council would have to move to an electric vehicle in three years time.

Proposed by Cllr Roe, seconded by Cllr Sellars

AGREED

to instruct the Clerk to proceed with the Citroen Dispatch lease for 3
Years
Unanimous

21. UPDATE ON PUBLIC CONVENIENCES

Following the Town Council approving the demolition, the plans are being worked on, and Hykeham in Bloom will be invited to look at the site once it is completed.

The meeting close at 8.30pm

Action	By whom	By when	Completed
Monitor grass at Glebe Park	Services Supervisor		