



# WAREHAM

Town Council

Town Hall  
East Street  
Wareham  
Dorset  
BH20 4NS

11 May 2022

To: All Members of the Amenities Committee

**YOU ARE HEREBY SUMMONED TO ATTEND** an extraordinary meeting of the **AMENITIES COMMITTEE** to be held on 18 May 2022 in the Council Chamber, Town Hall, East Street, Wareham at **7.00pm** for the purpose of transacting the business set out in the agenda below.

All members of the public are welcome to attend.

Katherine Noble  
Acting Town Clerk

***Please contact the Town Council office on 01929 553006 if you need any further information on this Agenda.***

## **Members of the Amenities Committee**

Councillor D Budd (Chairman)  
Councillor B Ezzard  
Councillor S Kemp  
Councillor C Turner

Councillor V Green (Vice Chairman)  
Councillor H Goodinge  
Councillor L Kirk



**18 May 2022**

**1. Apologies for absence**

To receive, and consider for acceptance, apologies for absence. (LGA1972 s85)

**2. Declarations of interest**

To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (Localism Act 2011 s29-34)

**3. Public participation time**

An opportunity for members of the public to raise issues of concern or interest, ask a question or make a statement or present a petition or be part of a deputation. Public participation time will be conducted in accordance with the Council's 'Protocol for Public Participation Time' which is limited to 15 minutes, with no individual speaker exceeding a maximum of three minutes each. (LGA1972 s100)

**4. Confirmation of minutes of previous meeting held on 27 April 2022**

To confirm, as a correct record, the minutes of the previous meeting of the Committee (LGA1972 sch12).

**5. Matters arising from the minutes of the last meeting held on 27 April 2022**

To consider any matters arising from the previous minutes of the Committee.

**6. Replacement of Machinery**

To consider a report outlining the need for the replacement of the Town Council Lawn Mower.

**7. Terms and Conditions for the hire of the Recreation Ground**

To consider a request from the Wareham Carnival Committee to extend the hours allowed for vehicular movement.

**8. Any other items the Chairman deems urgent**

For report, information or for the agenda at the next meeting of the Amenities Committee.

**9. Date of next meeting**

To note the date of the next meeting, which is scheduled for **8 June 2022** at **7pm**.

**8. Confidential session**

*At the conclusion of this part of the Agenda, the Chairman will move the following resolution: That under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the meeting as publicity would be prejudicial to the public interest because of the nature of the business to be transacted.*

**9. Play Area Tenders**

To consider the tenders received and recommendations made by the consultant.  
To decide on a preferred design for each site and consider public consultation process.



**Minutes of a meeting of the Amenities Committee held on Wednesday 27 April 2022 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.**

**Committee Members present:** Councillors D Budd (Chairman), V Green (Vice Chairman), L Kirk.

**Officers present:** K Noble, Acting Town Clerk

**508. Apologies for absence**

Apologies were received from Councillors B Ezzard, H Goodinge, S Kemp and C Turner and T Bailey, Operations Manager.

**509. Declarations of interest**

There were no declarations of interests.

**510. Public participation time**

There were no members of the public present.

**511. Confirmation of the minutes of the previous meeting**

The minutes of the previous meeting of the Amenities Committee held on 16 March 2022 were presented by the Chairman.

**Resolved** that the minutes be taken as read, confirmed and signed by the Chairman subject to the following amendments:

Councillor Kirk was not present at the meeting.

414 – first paragraph, fourth line, replace the word 'old' with 'former'.

**512. Matters arising from the minutes of the previous meeting**

There were no matters arising.

**513. Operations Update**

In the absence of the Operations Manager, the Acting Town Clerk gave the following updates;

Town Hall boiler pumps – they have now been successfully replaced.

Disabled parking space in Howard's Lane – the agreed changes were due to be completed within the next couple of weeks. A query was raised regarding the signage by the exit, which would be raised with the Operations Manager.

The drain survey had been undertaken in Howard's Lane Car Park. A CCTV survey could not be undertaken due to blockages. It would cost approximately £300 + VAT for the gullies, drainpipes and soakaways to be emptied. The cost would be covered from the allocated survey budget.

The order for the summer plants had been placed at a cost of £2,737.90 + VAT. The expenditure was more than anticipated due to having to change suppliers, however, there would be some income.

The compost, liner, plant food etc would be purchased at a cost of approximately £1,500 + VAT. The compost had been donated in previous years, so this was an unexpected cost. Members agreed that the summer floral displays were extremely important to the town, especially this year being the Queen's Platinum Jubilee, with many events taking place. A query was raised whether the compost could be re-used and this would be raised with the Operations Manager.

**514. Replacement of external doors to public conveniences at the Quay**

In February the Committee agreed a quotation. Unfortunately, the contractor was no longer able to undertake the work. The contractor who supplied the second lowest quote had agreed to honour the quotation.

**Resolved** that quotation B is accepted at a cost of £3,128.11 + VAT.

**515. Pump Track**

It was agreed that a site meeting would be arranged for the Committee, before the item was considered at the next meeting.

**516. Buildings Project Task and Finish Group**

The notes from the Task and Finish Group's meeting held on 16 March 2022 were received.

**517. Electric Charging Points update**

The contract had been reviewed by a Solicitor and minor adjustments were made. The contract was signed on 5 April 2022. The installation date has yet to be confirmed.

**Resolved** that it be recommended to the Policy, Resources & Finance Committee that any income received from the charging points is earmarked for future maintenance of the equipment.

**518. Local Park Craft Hut**

Permission had been requested to allow a Little Tokens Craft Shepherds Hut to be set up in Northmoor Park.

**Resolved** that permission was not granted as the site is for public recreation and was transferred to the Town Council under the provision of the Open Spaces Act 1906.

**519. Any other items the Chairman deems urgent**

There were no matters of urgency.

**520. Date of next meeting**

It was noted that the next meeting of the Amenities Committee was scheduled to be held at **7.00pm on 8 June 2022**.

**521. Confidential session**

**Resolved:** *That under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the meeting as publicity would be prejudicial to the public interest because of the nature of the business to be transacted*

**522. Play Area Tenders**

It was agreed to defer this item to an Extraordinary Meeting in May, due to the absence of several Members.

Chairman..... Date.....

Draft



## To consider replacing the Council lawn mower

### 1. Purpose of the report

To consider replacing the Town Council Lawn mower.

### 2. Background

The lawn mower is no longer fit for purpose and in need of replacement, having been originally purchased in 2003 and therefore 19 years old.

### 3. Consideration

With the cutting of the grass being carried out 'in house' routinely at Drax Avenue and Mistover road as well as Church Green and St Martins on the Wall on occasion, it is necessary to have a lawn mower that can carry out this task efficiently.

In addition, the grass is cut fortnightly for the croquet team which brings in a small income and is currently a very a laborious and time-consuming task with the current mower.

Research has been undertaken and advice sought from product experts to ensure that the proposed model - Toro 76cm turf master mower model 22207 particular model is fit for purpose.

### 4. Finance

This item was budgeted for during the 2022/23 budget setting exercise within the Machinery & Equipment budget with an estimated figure of £1,500.

Quote A - £1,520 ex VAT online

Quote B - £1,520 ex VAT online

Quote C - £1,495 ex VAT Local Supplier

### 5. Recommendation

It is recommended that the Committee consider the information provided and agree that the order be placed with the most competitive quote.

**Tara Bailey**  
**Operations Manager**  
**May 2022**