



WAREHAM
Town Council

Town Hall
East Street
Wareham
Dorset
BH20 4NS

22 July 2020

To: All Members of the Amenities Committee

NOTICE IS HEREBY GIVEN that a meeting of the **AMENITIES COMMITTEE** will be held on **29 July 2020** via Zoom at **7.00pm** for the purpose of transacting the business set out in the Agenda below.

Public Participation

Due to the current government coronavirus response, the Town Council will be meeting online. Members of the public are encouraged to submit their questions or comments under 'Public Participation' in advance of the meeting to the Clerk and these will be made available to all Councillors. Members of the public may also link in to observe the meeting using the details below:

The Zoom meeting ID is: 835 9020 0813

Or click here: <https://us02web.zoom.us/j/83590200813>

Vanessa Ricketts FSLCC
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
Councillor B Ezzard
Councillor H Goodinge
Councillor V Green
Councillor S Kemp
Councillor L Kirk
Councillor C Turner



29 July 2020

1. Election of Chairman

To elect by resolution the Committee Chairman for the 2020/2021 municipal year.

2. Election of Vice-Chairman

To elect by resolution the Committee Vice Chairman for the 2020/2021 municipal year.

3. Apologies for absence

To approve by resolution to accept any apologies for absence submitted by members and to note the reasons given.

4. Declarations of interest

To note any declarations of interest (including pecuniary interest) made by Members in respect of items on this agenda and to deal with any requests for dispensations

5. Public participation time

Members of the public have been encouraged to submit their questions or comments under 'Public Participation' in advance of the meeting to the Clerk and these have been made available to all Councillors. The response to these questions or comments will be addressed at this point

6. Confirmation of minutes of previous meeting

To confirm the minutes of the previous meeting held on 5 February 2020.

7. Consider matters arising from the minutes of the previous meeting

To consider any matters arising from the minutes of the meeting held on 5 February 2020.

8. Bench formerly outside the Post Office in North Street

To consider a suitable location for the bench formally outside of the Post Office. Councillor Ezzard had raised at Full Council on 3 March 2020 (Minute Number 151) that she had donated money for a bench which had formerly been located outside the Post Office. Further to its removal, Councillor Ezzard requested that it be relocated in Wareham.

9. To note decisions made under Delegated Powers

To note the delegated decisions made between 23 March and 30 June 2020

10. Amenities capital projects update

To receive a report updating the Committee on the progress of its projects.

11. Any other items the Chairman deems urgent

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

12. Date of next meeting

To note the date of the next meeting, which is scheduled for **9 September 2020** at **7pm**.

13. 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

14. To discuss the request to use the Recreation Ground for outdoor fitness classes.

15. Request for a memorial bench

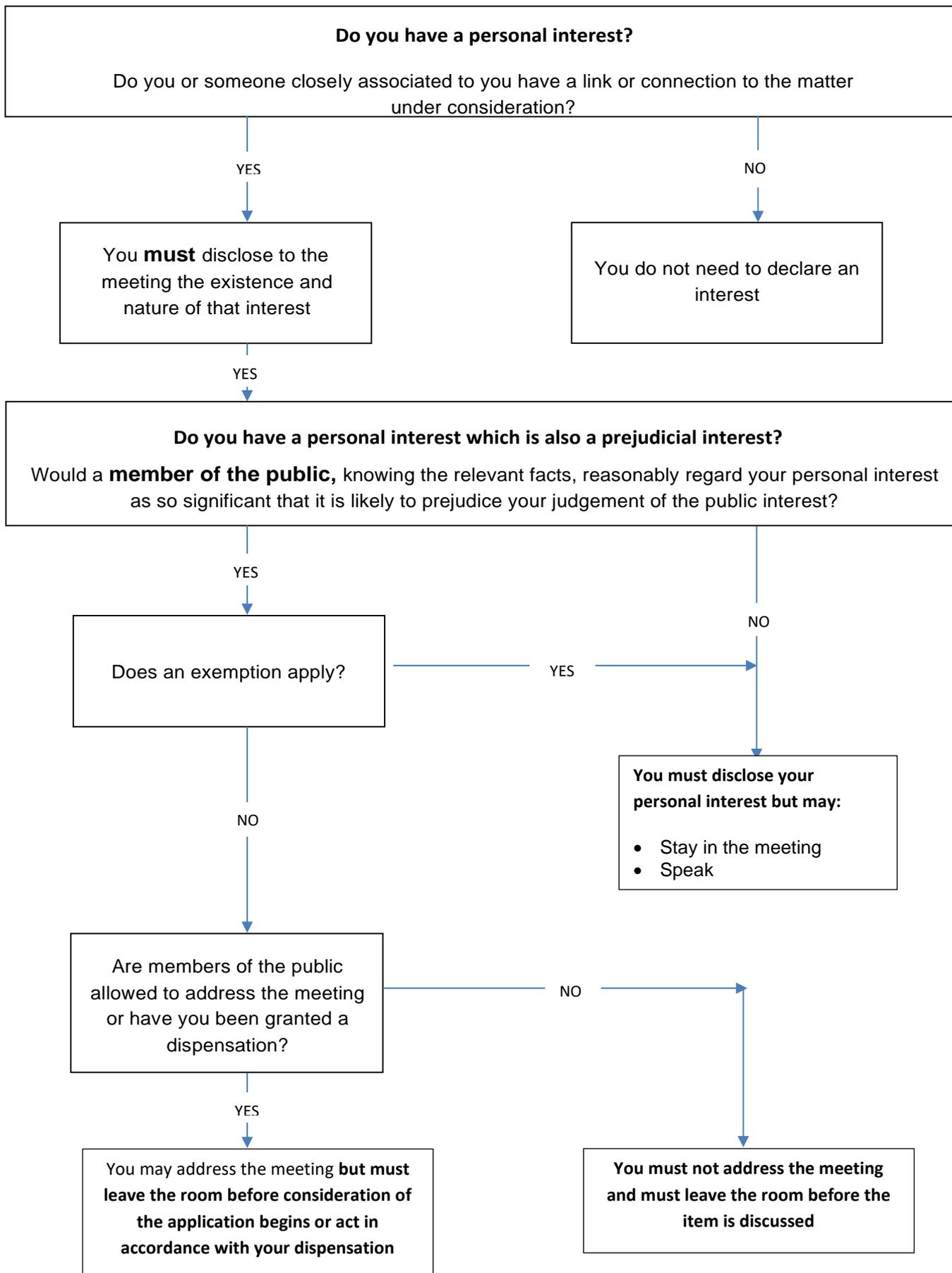
To be advised of a request for a memorial bench outside Sainsburys.

16. Use of the Corn Exchange

To consider the use of the Corn Exchange for weekend bookings after publication of the Government Advice on reopening community centres.

Declaration of personal and prejudicial interests

Questions to ask yourself. If in doubt you should ask your Clerk or your Monitoring Officer.





Minutes of a meeting of the Amenities Committee held on Wednesday 5 February 2020 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

Committee Members present: Councillors D Budd (Chairman), V Green (Vice Chairman), B Ezzard and C Turner

Officers present: T Bailey, Committee Clerk

40. Apologies for absence

Apologies were received from Councillor M Humphries and Councillor S Kemp

41. Declarations of interest

There were no declarations of interest.

42. Public participation time

There were no members of the public present.

43. Confirmation of the minutes of the previous meeting

The minutes of the previous meeting of the Amenities Committee held on 27 November 2019 were presented by the Chairman.

Resolved that the minutes be taken as read, confirmed and signed by the Chairman.

44. Matters arising from the minutes of the previous meeting

There were no matters arising.

45. Budget Comparison Report 2019/20

a) The current balance of the Amenities budget was noted. It was noted that income from the car park was down this year, which may have been as a result of the significant amount of roadworks in the area.

b) A virement from budget code 2100/7 (Town Hall equipment and Buildings maintenance) to budget code 2550/2 (Pavilion Maintenance) was requested to pay for replacement doors, locks and various fixtures and fittings.

Resolved to vire £2,500 from budget 2100/7 (Town Hall Equipment and Buildings maintenance) and £1,000 from 2300/3 (General Maintenance) to budget code 2550/2 (Pavilion Maintenance) to cover the costs of the refurbishment.

46. Refurbishment of doors in the Pavilion, Recreation Ground

With very little refurbishment of the Pavilion over the past few years, it was agreed that there was a need to make a number of improvements including replacement of the internal doors. In addition, it was agreed that improvements should be made to the kitchen, sanitary ware, changing rooms and flooring.

It was noted that quotes had already been sought and received from three companies, for the replacement of the internal doors.

Resolved to proceed with the expenditure required and accept the quote from Martin Day Carpentry for the internal doors, in the sum of £1,992 plus VAT to be taken from budget 2550/2 - Pavilion Maintenance.

Resolved to delegate to the Operations Manager to proceed with further refurbishment to the Pavilion, with the expense not to exceed £2,000.

47. Town Hall North Street Fire Exit Door

Further to a number of repairs to the North Street Fire Exit door that were necessary due to poor fitting as a result of the change in weather and the subsequent swelling and shrinkage, it was recommended that the door be replaced to ensure that it is fully functional as a fire exit.

The Operations Officer had met with three local carpenters to specify the work and request that quotes be provided.

Resolved to proceed with the replacement fire exit door as matter of urgency and accept the quote from RPH Construction Co. Ltd, in the sum of £2,570 plus VAT. Budget to be taken from Town Hall Equipment and Buildings Maintenance (2100/7).

48. Recreation Ground Play Equipment

An update was given as to progress with the replacement of the playground equipment at the Recreation Ground that had been agreed by resolution (Minute 36).

It was noted that quotes had been received in order to gauge what could be achieved within the budget available.

The Operations Manager and the Operations Officer had met with the children of Wareham St Mary Primary School Council to seek their input. The children were very excited about the prospect of a new playground and delighted to be involved in the process. Illustrations showing examples of the playground equipment that the children were particularly excited about were shown to the Committee.

Under the newly adopted financial regulations, it had become necessary to advertise the contract for the replacement of the playground equipment on the government 'Contracts Finder' portal which gives access to procurement opportunities for contractors.

Resolved to proceed with familiarisation of the 'Contracts Finder' portal and subsequent uploading of the required information.

49. 2 Mill Lane

The Committee were updated as to the next steps with the remainder of the roof at 2 Mill Lane as it was in need of urgent repair. The structural surveyor that had been used previously had been contacted, along with the Design and Conservation Officer at Dorset Council. The advice received was to submit a pre-application enquiry.

The next step would be for the structural surveyor to submit a pre-application enquiry on behalf of the Town Council.

Resolved to request that the structural surveyor carry out the work required in completing the pre-application enquiry and await the outcome.

50. Recycling in Wareham

The Committee were made aware of the issues that Dorset Waste Partnership have with servicing 'on street' recycling and the information on the 'Deposit Return Scheme' was greeted with interest.

Resolved to await further information on the 'Deposit Return Scheme' and support Dorset Council in any recycling initiatives where possible.

51. Any other items the Chairman deems urgent

The Operations Manager was given a vote of thanks for all her hard work.

52. Date of next meeting

It was noted that the next meeting of the Amenities Committee was scheduled to be held at 7.00pm on 18 March 2020.

53. 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.

54. CCTV

The implementation of further cameras in the town were considered, as per the Amenities resolution of Minute 7.

Resolved to take no further action.

Chairman.....

Date.....

DELEGATED AMENITIES DECISIONS**23 March – 30 June 2020**

Date	Issue	Decision	Authorised By
27/03/2020	The remaining budget within Howards Lane maintenance and Howards Lane new equipment be vired to Street Furniture to pay for the new bins for Howards Lane Car park.	Authorised	VR/DB
29/06/2020	Having read the government guidelines on the reopening of play areas, the Council will reopen the Recreation Ground Play Area only on 6 July 2020, as it does not have the necessary resources to meet the required cleaning and hygiene requirements to safely reopen any other play areas at present.	Authorised	VR/DB/VG

