



**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

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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

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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.....