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DRAFT Minutes of the meeting of the Leisure, Amenities & Environment (LA&E) Committee meeting held in the Anzac Room, Community House on Tuesday 21st January 2025 at 7:30pm.

Present: Cllr Sharkey (Chair), Cllr Ashby-Parkin (Vice Chair), Cllr Gallagher, Cllr Studd, Cllr Wood, Cllr Fabry, Cllr Griffiths, Cllr Veck.

Officers: Kevin Bray (Parks Officer), Zoe Polydorou (Meetings & Projects Officer).

2 members of the public were in attendance.

LA970 CHAIR ANNOUNCEMENTS

The Chair opened the meeting at 19:30, read out the Civility and Respect statement, went through the building fire procedures, asked that phones be put onto silent, and informed everyone that the meeting is being recorded, and of the public question process. The Chair then informed the Council of the following:

- Bingo on 22nd Jan and request for extra help.

LA971 PUBLIC QUESTIONS.

Members of the public may ask questions on any relevant L&A matter.

There were 0 public questions.

LA972 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

There were 2 apologies for absence from Cllr Donovan and Cllr Evans.

LA973 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

Cllr Wood declared that she had an interest in the allotment.

LA 974 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON TUESDAY 29TH OCTOBER 2024

Proposed by: Cllr Gallagher Seconded by: Cllr Wood

All in favour.

LA 983 TO AGREE THE COMMUNITY GARDEN LICENCE

Standing Orders were suspended.

The Parks Officer updated committee that the licence had been signed and was being brought to committee to be ratified, and various questions were raised with the members of the public, including risk assessments, insurance, commercial activities, safeguarding policy.

Cllr Griffiths raised several amendments, including concern with the map, inclusion of elements from policies including single use plastic, and pesticides.

The need for a licence was discussed as being for grant applications, and that it provided security for the tenant and the Town Council.

It was proposed to agree to the licence.

Proposed by: Cllr Ashby-Parkin Seconded by: Cllr Wood
Committee resolved to agree to the proposal.

Standing orders were reinstated.

The 2 members of public left the meeting.

LA 975 TO NOTE BUDGET UPDATE

Cllr Gallagher expressed she would contact the RFO with questions.
The budget was **noted**.

LA 976 TO NOTE ACTION PLAN

The action plan was **noted**.

LA 977 TO NOTE ALLOTMENTS UPDATE (TWO VACATED)

The Parks Officer provided a general update to committee.
The allotments update was **noted**.

LA 978 TO NOTE THE COMPLAINTS LOG

Cllr Griffiths mentioned a formatting issue with part of the table.
The complaints log was **noted**.

LA 979 TO NOTE BUSINESS PLAN

Cllr Gallagher suggested a Chairs of Committee meeting should be arranged to discuss the Business Plan.
The Business Plan was **noted**.

LA 980 TO NOTE TFG UPDATES

The Parks Officer updated committee that the Car Parking Options at Centenary Park TFG were waiting for an estimate of what is needed in the car park to adhere to British standards.
Cllr Gallagher updated committee that the Green Infrastructure Plan would be revived shortly.
The TFG updates was **noted**.

LA 981 TO NOTE MACHINERY UPDATING REPORT

The Parks Officer updated committee on concern of the financial upkeep of old machinery.
The report was **noted**.

LA 982 TO NOTE INFO BOARDS FROM ARCHAEOLOGICAL DIG

The Parks Officer updated committee on the report, and that PTC should hear back at the end of February.
Cllr Griffiths suggested lower sign for accessibility, and to ensure all future sign locations to be considered together.
Cllr Sharkey suggested a sign location map would be helpful for the next meeting.
The report was **noted**.

LA 984 TO AGREE CROWS IN CENTENARY PARK

The Parks Officer updated committee that there had been several complaints; and mentioned possible solutions such as hawking, and discouraging feeding.
Members discussed the sign wording, and Cllr Wood raised doubt over the success of signage, but expressed the importance of education.
The Chair suggested the signs be backed up with further information on social media.
Cllr Griffiths explained the background to the crow, and expressed in March the issue would improve; whereby the Parks Officer suggested it was not just a winter issue, and also that the signs would help Officers to speak with the public.
Cllr Ashby-Parkin suggested both crow signs, and wildlife signs should be located in suitable areas.

It was proposed to agree to the sign as per the report.

Proposed by: Cllr Ashby Parkin Seconded by: Cllr Sharkey
Committee **resolved to agree** to the proposal.
1 member abstained.

LA 985 TO AGREE PARKS SIGNAGE

The Meetings & Projects Officer explained the report.

The Chair queried why Sarnia Close was not included, and the Parks Officer raised that it was likely mainly used by residents who would know the park.

It was proposed to agree to the 2-rung ladder signs, and the locations.

Proposed by: Cllr Griffiths Seconded by: Cllr Studd

All in **favour**.

It was proposed to agree the company to use for the playground rules signage, and to omit the Shepherd Down Dog Park location.

Proposed by: Cllr Gallagher Seconded by: Cllr Ashby-Parkin.

All in **favour**.

LA 986 TO AGREE HOWARD PEACE PARK PHASE 2

It was proposed to go with option 2.

Proposed by: Cllr Griffiths Seconded by: Cllr Fabry

All in **favour**.

LA 987 TO CONFIRM DATE OF NEXT MEETING AS THE 18TH MARCH 2025

There being no further business the meeting ended at 20:21.