

**MINUTES OF MEETING OF THE WORKS & GENERAL PURPOSES COMMITTEE
HELD IN THE COUNCIL CHAMBER, NORTH LODGE ON 20 NOVEMBER 2018**

PRESENT

Committee Chairman Cllr. D. Pritchard,
Cllr. T. Adams, Cllr. R. Leeds, Cllr. D. Russell.

In attendance: Cllr. M. Hayhurst, Dist. Cllr. Pearce

Mrs J. Chance PSLCC (Town Clerk)
Mrs. J. Warner PSLCC AICCM (Deputy Town Clerk)

1. **MINUTES OF THE MEETING HELD ON 23 OCTOBER 2018**
The minutes of the meeting held on 23 October 2018 which were **APPROVED** by Full Council on 29 October 2018 were signed by the Chair of the committee.
2. **DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**
There were no declarations of interest.
3. **APOLOGIES FOR ABSENCE**
Apologies were accepted from Cllrs. Bartlett & Nolan due to family matters.
4. **PUBLIC PARTICIPATION**
There were no members of the public present.
5. **COMMITTEE BUDGET 2019/2020BU**
Members were in receipt of the draft budget which was amended and **AGREED**.
6. **CEMETERY NO 2 SITE**
 - 6.1 **Delegated Powers**
There were no delegated powers to report.
 - 6.2 **Unauthorised items on graves**
Due to the unavailability of members to assist in November, it was **AGREED** to defer the next inspection until the end of February 2019.
 - 6.3 **Cemetery gates and posts**
The Clerk is still obtaining quotations for repair of the gate post and will contact Westerleigh for an update in respect of the main gates.
 - 6.4 **Tree Inspection**
It was noted that the Chairman and Clerk are yet to meet to go through the new report.
 - 6.5 **Maintenance**
It was noted that the Clerk has spoken to the manager of the contracting team who has provided reassurances that the hedges will be cut and fallen leaves cleared this week.

6.6 Any other Cemetery No 2 matters (for information only)

Mrs Jean Amis – Members were saddened to learn of the death of former Town Councillor and local funeral director Jean Amis and offered their condolences to her family.

Wildlife in cemetery – It was noted that a representative from the crematorium has raised concern in respect of the rabbits and moles in the cemetery grounds. Members were reminded of the Town Council's Wildlife Policy.

7. **CEMETERY (No 1 site)**

There were no matters to report.

8. **GARDEN ALLOTMENT SITE**

There were no matters to report.

9. **STREET LIGHTING**

There were no matters to report.

10. **FLOODLIGHTING**

There were no matters to report.

11. **STREET FURNITURE & ASSETS**

11.1 Curved Benches at North Lodge Park

It was noted that the restoration work to the benches is progressing.

11.2 Annual Inspection

It was noted that members have been allocated various items of street furniture to inspect. The results will be collated and presented at the next meeting.

11.3 Other Street Furniture Matters (for information only)

Grit bins – It was noted that the Town Council owned grit bins have been mapped on the NCC system. The bin on Meadow Close previously owned by Victory Housing will be added to the list. It was **AGREED** that the grit bin at the junction of Beach Road / Cadogan Road will be relocated to the junction of Central Road / Fulcher Avenue.

12. **FLAGPOLES**

12.1 Churchyard Halyard

It was noted that the halyard is starting to fray. It was **AGREED** that Cllr. Leeds and the Deputy Town Clerk will liaise to replace the halyard as soon as possible.

- 12.2 Any other Flagpole Matters (for information only)
There were no other matters to report.

13. **NORTH LODGE**

13.1 Parking

Members were in receipt of a design for a 'private parking' sign. It was suggested that consideration is given to a more portable design, similar to that at Merchants' Place.

14. **WAR MEMORIAL**

14.1 Rededication and Unveiling of the War Memorial

The Chairman reported on the events held over the weekend of 10/11 November. It was noted that there has been lots of positive feedback about the restored war memorial but two families have raised questions about the restoration works including a suggestion that the memorial should have been replaced in a more hardwearing stone. It was stressed that the works were carried out by a reputable company under the guidance of English Heritage and the Conservation Officer at NNDC. It had been confirmed at a very early stage that consent would not be given for the memorial to be replaced. It was **AGREED** to ask Cliveden Conservation to explain the techniques used and to provide a qualified answer and opinion to the queries raised.

It was noted that the poppy wreaths have had to be temporarily removed from the memorial due to the high winds. It was **AGREED** to look into an alternative method of displaying the poppy wreaths for future years. It was **AGREED** that the wreaths will be removed at the end of February in line with the cemetery policy in respect of wreaths.

14.2 Battle's Over Commemorations

The Chairman voiced his gratitude for the number of people who turned out at 6am for the piper and again to the commemorations held throughout the day. It was **AGREED** that the torches left over from the procession can be used for the Christmas event. Letters of thanks will be sent to all involved in the weekend's events.

15. **CORRESPONDENCE AND OTHER MATTERS**

There were no matters to report.

16. **DATE OF THE NEXT MEETING** – 7.00pm, 15 January 2019

There being no further business, the Chairman closed the meeting at 8.25pm

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Signed

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Dated