

AXMINSTER TOWN COUNCIL

MINUTES OF THE VIRTUAL MEETING OF THE OPERATIONS COMMITTEE HELD ON TUESDAY, 4TH MAY 2021 AT 7.00 P.M.

1. PRESENT: Cllr. Walden (Chairman), Cllr. M.D.G. Spurway (Vice-chairman), Cllr. Sedgewick, Cllr. S. Sleigh, the Town Clerk and the Administrative Assistant.

1 Member of the public, 0 representative of the press.

2. APOLOGIES: Cllrs. M. Mynard and J.J. Farrow.

3. NOT PRESENT: none.

4. DECLARATIONS OF INTEREST:

CLLRS. SPURWAY DECLARED A PERSONAL INTEREST AS BEING A MEMBER OF THE AXMINSTER GUILDHALL MANAGEMENT COMMITTEE IN RESPECT OF ANY ITEMS RELATING TO THE GUILDHALL.

CLLR. WALDEN DECLARED A PERSONAL INTEREST AS BEING A MEMBER OF AXMINSTER COMMUNITY ENTERPRISE.

CLLR. WALDEN DECLARED A PERSONAL INTEREST AS BEING VICE-CHAIRMAN OF THE GOVERNORS OF AXE VALLEY ACADEMY, AS A MEMBER OF AXMINSTER SKATEPARK STEERING GROUP, AXMINSTER TWINNING ASSOCIATION AND AS BEING SAFEGUARDING LEAD FOR AXMINSTER YOUTH CLUB.

5. COMMITTEE TERMS OF REFERENCE: Cllr. Walden, seconded by Cllr. Spurway, proposed that a clause be added delegating power to the Town Clerk to progress business in instances where a sudden emergency prevents Council meetings and subject to consultation, by whatever means available, with at least three members of the Committee. Agreed.

6. PUBLIC FORUM:

- a. Floral Displays on Minster Green – A Volunteer who looks after these sought confirmation regarding current responsibility for the sensory bed. The Chairman is awaiting this information. It was agreed that if that group wished to step away from maintaining the bed that it be cleared by the Town Council outdoor staff and planted up in line with the other beds on the Minster Green.
- b. Jubilee Fountain – A member of the public asked whether the lighting on this was going to be retained or not. The Chairman stated that it was intended to retain the lighting but that the electricity supply would need to be disconnected to enable the cleaning to be undertaken safely and that the light fitting would be replaced once the work was over.
- c. Trees – it was suggested that memorial trees might be planted in the Jubilee Field. The Chairman said that in due course that would form part of the public consultation once the field becomes the Town Council's responsibility.
- d. Seat in Memory of George Pye – A member of the public suggested that the new bench proposed for the recess in the Churchyard wall be dedicated to the late George Pye in recognition of his many years' public service.

7. MATTERS ARISING FROM PREVIOUS MINUTES – SEAT IN HONOUR OF FORMER CLLR. MRS. SPILLER: Mrs. Spiller had told Cllr. Walden that she would be happy for this to be placed either to the right or left of the gates on the grassed areas.

8. UPDATE ON SECTION 106 MATTERS: neither the Town Clerk nor the Chairman had any further information regarding the possibility that the skatepark be relocated to part of the former Millway Rise Football pitch on Chard Road. The Town Clerk was asked to write to the Chief

Executive to ask him to set a date for the meeting and clarify whether the funding was time limited.

The Town Clerk asked that the update on the proposed play park at Raymonds Hill should be referred into committee as the matter was one relating to potential legal confidentiality. Agreed.

9. UPDATE ON VEHICLE ACTIVATED SIGNAGE: Devon County Council had advised that there was insufficient room to install a camera which would monitor the narrow section of Lyme Street. On Lyme Street the preferred sites were Prospect House and Vine House; on Chard Street the preferred site was that further out of town; on Musbury Road on the verge at the bottom of Woodbury Lane was agreed; on Crewkerne Road the central site rather than the outermost sites.

10. UPDATE ON TOWN SIGNAGE: there was no further information available. The Chairman will contact Axminster Heritage.

11. UPDATE ON JUBILEE FIELD: it was reported that the field was now open to the public. The Town Clerk said that she had had no confirmation that the necessary paperwork had been completed. Cllr. Walden said that it could not come to the Town Council until Heads of Agreement had been agreed between E.D.D.C. and the Town Council.

The Town Clerk said that the proposed cutting of the field, once it came to the Town Council, would be by the outdoor staff but that given the situation with no Cemetery Groundskeeper in place it might be necessary to buy in outside assistance.

12. REPORT ON REVIEW OF EQUIPMENT AND SERVICING ARRANGEMENTS: no further progress.

13. UPDATE ON PUBLIC RIGHTS OF WAY: a response from the landowner regarding the informal footbridge was awaited. Cllr. Walden said that his understanding was that the District Council was going to repair the fence to prevent access to the broken, private footbridge. This will be taken up with the District Council. Cllr. Spurway said that there were some steps at the top of Morton Way which needed attention. Cllr. Spurway will meet the Lengthsman to discuss that.

14. UPDATE ON JUBILEE FOUNTAIN: the public consultation period is underway. Cllr. Walden proposed that Western Power be authorised to turn off the power immediately. Cllr. Spurway seconded the proposal. Agreed. Street lighting will be advised that it is being switched off to enable refurbishment and asked to service it once the cleaning has been done and the power switched on again.

15. STREET FURNITURE: Cllr. Walden, seconded by Cllr. Sedgewick, proposed that a plaque be placed on the new seat to be located in the recess of the churchyard dedicated to the late George Pye in recognition of his many years' public service, with the wording IN MEMORY OF GEORGE PYE (DD/MM/YYY to DD/MM/YYY) WHO LOVED SITTING HERE. Agreed.

Cllr. Walden asked what the situation was in respect of the litter bin at Flax Meadow.

Cllr. Walden proposed that the seat recognising the dedicated public service of Cllr. Mrs. Spiller be placed on one of the grass verges outside the Cemetery walls. Cllr. Sedgewick seconded the proposal. Carried.

There was a degree of confusion as to how the provision of a new path should be approached. Cllr. Spurway favoured putting in a new path via the present gateway into the cemetery field while Cllr. Walden preferred continuing use of the existing main gateway and bringing a new path down from the present Z section into the Cemetery Field and not bringing the field gate, which would need to be upgraded in keeping with the existing main entrance, into use at the present time.

16. MATTERS PERTAINING TO THE CEMETERY:

- a. Paths – investigations are on-going regarding suitable material for the path. Enquiries have been made of the District Council. Cllr. Spurway said that he had been considering porous asphalt for a new path in the Cemetery field. He said he had been looking into information from possible suppliers. Cllr. Walden proposed that quotations be obtained for a path going from the Z section to within 10 metres of the field gate. Cllr. Spurway seconded the proposal. Agreed.

b. Preparation of Next Interment Area – the Town Clerk said that in addition to the pathway, consideration should be given to preparing the ground in terms of levelling and drainage. Cllr. Walden suggested that professional advice should be sought from landscape contractors. The District and County Councils will be approached for advice. There was a degree of confusion as to how the provision of a new path should be approached. Cllr. Spurway favoured putting in a new path via the present gateway into the cemetery field while Cllr. Walden preferred continuing use of the existing main gateway and bringing a new path down from the present Z section into the Cemetery Field and not bringing the field gate, which would need to be upgraded in keeping with the existing main entrance, into use at the present time.

- c. Arrangements to Cover Maintenance following Retirement of Caretaker: suitable arrangements are in hand.

17. MATTERS PERTAINING TO THE ALLOTMENTS:

- a. Asbestos – that had been removed at all sites.
- b. Visibility Splay at Lower Gateway at Woodbury – Cllr. Walden had still to make contact with the residents at Woodbury Lane.
- c. Tree Matters – the agreed tree works had been done. A Tree Preservation Order had now been placed on one of the trees with the effect that any future works proposed would require permission from the District Council. Cllr. Sleigh, seconded by Cllr. Walden, proposed that the District Council Tree Officer be asked to inspect all properties and advise whether any other trees needed the protection of a Preservation Order. Agreed.

18. HEALTH AND SAFETY: No matters were raised.

19. HEALTH AND SAFETY COMMITTEE TERMS OF REFERENCE: The Town Clerk had not completed work on these.

20. MEMBERSHIP OF HEALTH AND SAFETY COMMITTEE: The imminent deficit in outdoor staff has precluded a decision regarding this.

21. MATTERS OF URGENCY: None.

There were no matters to be taken in Committee.

Signed Date

ACTION	BY WHOM
Confirm situation regarding delegation with D.A.L.C.	Town Clerk
Contact MRW re Skatepark meeting.	Town Clerk
Contact DA re seat licence for SRS seat.	Town Clerk
Update terms of reference.	Town Clerk
Circulate VAS email to members.	Town Clerk
Contact SJ re Jubilee Field.	Town Clerk

Contact householder in Woodbury Lane re mirror.	Cllr. Walden
Order plaque for Geo Pye seat.	Administrative Assistant
Arrange disconnection of elec. Supply to fountain.	Administrative Assistant
Contact SJ re fencing off access to footbridge.	Town Clerk
Contact tree officer re all sites	Town Clerk
Pass groundwork firm details to SG	Town Clerk