

**SHREWSBURY TOWN COUNCIL**

**Recreation & Leisure Committee  
Held in the Guildhall, Frankwell Quay, Shrewsbury  
At 6.00pm on Wednesday 03 April 2019**

**PRESENT**

Councillors K Pardy (Chair), I Jones, N Laurens, Ms J Mackenzie, A Mosley, K Roberts, D Vasmer and Mrs R Wall.

**IN ATTENDANCE**

Helen Ball (Town Clerk), Gary Farmer (Operations Manager), Mike Cox (Outdoor Recreation & Asset Manager), Stuart Farmer (Projects Officer) and Rebecca Oliver (Committee Clerk).

**APOLOGIES FOR ABSENCE**

Apologies were received from Councillor N Green.

**70/18 DECLARATIONS OF INTEREST (PECUNIARY & NON-PECUNIARY) IN ACCORDANCE WITH THE CODE OF CONDUCT**

Shropshire Councillors	Those twin-hatted members declared a personal interest in any matters relating to the Town Council's relationship with Shropshire Council.
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**71/18 MINUTES OF THE LAST MEETING**

The minutes of the Recreation & Leisure Committee meeting held on 13 February 2019 were submitted as circulated and read.

**RESOLVED:**

**That the minutes of the Recreation & Leisure Committee meeting held on 13 February 2019 be approved and signed as a correct record.**

**72/18 MATTERS ARISING FROM THE PREVIOUS MEETING**

**72.1 Ref: Min: 57/18 Maintenance of Toilets**

Paul Briscoe, will be invited to repeat the presentation on the challenges of maintaining public conveniences to Full Council when meeting availability permits.

**72.2 Ref: Min: 61/18 GIS Plotting**

A tablet and GIS software has been purchased, of which staff can access and plot all Town Council assets.

### **72.3 Ref: Min: 64.1 Church Road Recreation Ground**

Councillor Laurens reported that he has attended two public meetings that the church had organised to gauge public views on the future use of Glebe Field following acquisition of the site from the Lichfield Diocese. Ideas included a car park, bee-keeping and leaving it as existing. Discussions are to continue.

## **73/18 2019 CAPITAL PROGRAMME**

The Town Clerk circulated an updated list of the Town Projects which is now colour coded to indicate projects that have not started (red), work underway (amber) and contract agreed and project progressing (green). Updates will be reported back to the relevant committees, the dates of which are listed under the heading Councillor/Council Involvement.

*Councillor A Mosley joined the meeting.*

The Town Clerk provided the following update:

- Officers have concerns surrounding the Upper Quarry toilets that have to be rodded daily from drains adjacent to the redundant Greenhouse. Further safety measures have had to be put in place to stop glass 'popping out'. Advice will be sought from a Structural Engineer.
- Options for fit-outs at Hills Lane and the Lower Quarry public conveniences are a priority.
- The job description for the Big Town Plan co-ordinator post has been agreed.
- Councillors will be contacted regarding footpath provision in their wards.
- A response from Housing Plus on funding decisions is still awaited with regards to extending Meet Place in Meole Brace. The Town Council and Trinity Church have each pledged £20k to this project on the condition the Housing Association does likewise.
- A member of staff has been relocated to Abbey Gardens and discussions to determine what tidying up works are required have taken place.
- The Heathgates Allotments Association are to determine preferences for a Community shed.
- The Countryside Team are reviewing the footpath provision at Springfield Recreation Ground to address the request to improve the walkways around the Mere.
- The Grange Youth Centre has had a new kitchen installed and will be launched on Sunday 14 April 2019 as a Community Centre with new branding.

- Work has started at Grangefields Play Area and will be completed for the Easter Holidays.
- Funding to improve access to Monkmoor River Banks has not yet been secured.
- Work at Bank Farm Play Area is due to start as soon as the ground conditions have improved.
- A lot of work has taken place at Mousecroft Pool including coppicing of trees, dredging of the pool; the banks have been reinforced and lined with a clay layer.

Members were pleased to see so much improvement work being done and asked that it be publicised more frequently to the public. The Town Clerk agreed to one the Bye-Election purdah period had expired. The Council gets a good reach from social media and most press releases get published. Officers would like to involve the Chair and Ward Members more.

**RESOLVED:**

- (i) That progress of the 2019 Capital Programme be noted;**
- (ii) That once the Bye\_Election purdah period has expired, there be publicity on project progress.**

**74/18 TENDERING**

**74.1 LED Lighting Replacement**

The Town Council is responsible for 378 SOXE street lights and the project to convert them to LED light bulbs has gone out to tender. Out of 15 expressions of interest, 5 tenders were received and officers shared the results of a due diligence process. This took into account the company's experience, price, local context and suitability of lighting for the location. The proposals did not include 70 Steps footway lighting.

A map of the location of the lights showed that most of them are in the town centre. Officers gave their of the works required including stress testing every lamp column, lamp head replacement on non heritage columns, retro fitting the existing lamp heads, cleaning them, adding the LED bulb and adding silicon to reduce the lighting glare.

Further resource beyond the £95k earmarked reserve was required. It is anticipated that this 16 week project will primarily be undertaken over the summer.

*Councillor Ms J Mackenzie joined the meeting.*

**RECOMMENDED TO FINANCE & GENERAL PURPOSE COMMITTEE:**

- (i) That the budget be extended to £115k;**
- (ii) That Tender Company 'B' be awarded the Contract.**

#### **74.2 Monkmoor Recreation Ground All-Weather Pitch & Lighting**

Works to include the replacement of the astro pitch surface, erection of 6m perimeter fencing and installation of floodlighting are required at Monkmoor Recreation Ground. This has gone out to tender and 2 quotes have been received. Officers shared the results of the due diligence process.

It was reported that separate costings were sought for the pitch to be separated by a 3m high curtain and a 3m high fixed fence, this at an additional cost of £12k. Users' views will be sought on the options.

#### **RECOMMENDED TO FINANCE & GENERAL PURPOSE COMMITTEE:**

- (i) That Tender Company 'A' be awarded the contract;**
- (ii) That views be sought from users as to fencing/curtain options.**

#### **74.3 Radbrook Recreation Ground Pitch Levelling**

Work to improve the drainage and levelling the whole site, to include 7 pitches, at Radbrook Recreation Ground has gone out to tender. Following a number of Expressions of Interest, 5 quotes were received. Officers shared the results of the due diligence process. It was reported that the works required can be carried out within the budget allocated.

The work will start in June and be completed by the end of August. Grass would be seeded by the end of September and the facilities ready for use 12 months later. Heras fencing will be installed to restrict usage on the site during this time.

#### **RECOMMENDED TO FINANCE & GENERAL PURPOSE COMMITTEE:**

**That Tender Company 'C' be awarded the contract.**

#### **74.4 Preparation of Treeworks Tender**

A tender will shortly be going out for various tree works in the town. This will be reported back to the committee once received. This is being contracted out as it includes complex emergency work.

Councillor Jones enquired about maintenance of the Quarry trees. The Operations Manager reported that the Quarry trees are annually inspected by the Tree Officer and there is a regular programme of removal of deadwood and whiskers. These are Category 1 trees and are closely monitored to ensure the safety of the public. There will be a need for a long-term plan to replace these trees on a rolling programme and Officers will keep Councillors informed. New trees have already been planted around the Dingle and play area.

The Town Clerk commended the work of Stuart Farmer (Projects Officer) who has been instrumental in this tendering work.

## **75/18 BMX FACILITIES**

Members considered the report of the Operations Manager regarding the Council's 6 BMX facilities. These were annually inspected by ROSPA and a number of recommendations have been made. Upton Lane is the most popular and Greenfields is the newest but the one at Shorncliffe Drive is the most challenging. Following the recommendations from ROSPA Officers propose to re-lay all BMX track surfaces as a priority and as one tender.

Subject to the amount of surplus funds following this work, Officers would then prioritise modifying the track at Upton Lane with a view to reducing antisocial behaviour. The opinions of the young people that use the facilities will be gathered by the Youth Service. Officers will confirm actual figures once tenders have been received but anticipate around £25-£30k will be left from the £40k budget. There are also separate LJC funds of £7k to undertake improvement works at Little Harlescott Lane.

### **RESOLVED:**

- (i) That the resurfacing of all 6 BMX tracks be put out to tender.**
- (ii) That Officers to report back with actual costings once known.**

## **76/18 QUARRY**

### **76.1 Events in the Quarry for 2019**

The Outdoor Recreation & Asset Manager (OR&AM) circulated a list of events due to take place in the Quarry and other locations during 2019. On 14 April, University students will be filming in the Quarry all day. Meole Residents wish to hold a picnic in the Quarry on 23 June but the OR&AM is awaiting the official paperwork before confirming. Young Health Champions will be holding an event all day on 20 July.

### **76.2 Process for dealing with large events in accordance with the Premises Licence**

The OR&AM reported on enquiries to hold events that would be considered a "Large Event" under the Council's existing Premises Licence. The Council has restrictions on the number of Large Events that can take place (10 Large Events of which 2 can be major); therefore a need to prioritise events would be needed. It was suggested that there be a process of requesting major event promoters to complete an application from which the events programme can be determined. Members agreed to this process.

### **RESOLVED:**

**That the Outdoor Recreation & Assets Manager proceed with developing a Large Event evaluation process and he report back on prioritising at future meetings.**

### **76.3 Footfall Activity in the Quarry**

The results of the data gathered by the footfall counters were circulated for March 2019 and were as expected; peaking during good weather and events and dropping when the weather was poor.

The Town Clerk reported on a meeting with the Director of Place at Shropshire Council about the concept of geosensing to gather valuable footfall data throughout the town. He was keen to expand the geosensors into the town centre to help monitor not only pedestrian flow but also traffic. There was merit in various partners contributing to the same scheme and benefitting from wider monitoring. The BID was also involved in discussions.

Members were supportive of expanding the system providing Shrewsbury Town Council retains ownership of the data which could be valuable in the future. Decisions about what the data will be used would need to be considered.

Members requested that once the system has been running for 12 months, that annual data be extracted for comparison. Officers agreed and will also show the Members how the system works in a future meeting. The scope of the data is vast and the Town Clerk gave examples such as comparing with other towns, calculating footfall in shopping centres and plotting against carbon emissions and much more.

**RESOLVED:**

- (i) That the footfall data for March be noted;**
- (ii) That discussions and investigations to expand this technology continue and report back to the committee;**
- (iii) That the Projects Officer demonstrates how the software works at a future meeting.**

**76.4 Drainage Issues**

The Operations Manager reported on options to address the poor drainage adjacent to the play park and coffee cabin. Originally the water drained into constructed soakaways but this wasn't enough to drain the water given high water table. The pipes also became compacted with sediment following flooding.

The pipework would now be fitted into existing drains along Victoria Avenue to the main drain in the arena. Work will start shortly at a cost of £3,000.

**77/18 MARKETS**

**77.1 Update on Markets**

The Outdoor Recreation & Assets Manager reported a 99% occupancy of the market with five traders on the waiting list who are existing traders wanting a full week. The late night opening dates have been advertised and run from now until December.

## **77.2 Recent Awards**

Shrewsbury Market was awarded the 'What's on Readers Award' for best market in the Midlands. Traders have also been nominated for the Farm Shops and Deli Awards, which is to be held at the NEC on 08 April.

## **77.3 Complaints from Traders**

The Outdoor Recreation & Asset Manager reported on complaints he has received by some traders regarding smells from food traders. Food outlets contribute to the success of the market. Officers reported on the measures they have taken to reduce the impact on other traders but still the complainants are dissatisfied.

Members were of the opinion that Officers cannot do any more and that the experience of being in a market is all about sounds, sights and smells. Officers will report back and the Town Clerk will bring the matter to the attention of the Senior Estates Officer as a precaution.

### **RESOLVED:**

**That matters in relation to the Markets be noted and that Officers keep the committee informed.**

## **78/18 RECREATION GROUND & OPEN SPACE MATTERS**

### **78.1 Monkmoor Recreation Ground**

Members noted improvements that have been completed at Monkmoor Recreation Ground including the fencing around the pavilion; this has reduced the anti-social behaviour and drug activity. Decoration of the external façade including the black soffits is scheduled and improvements to the bungalow's windows and general ventilation has been addressed.

### **78.2 Greenfield Recreation Ground**

The Town Clerk reported on a request from The Greenfields Bowling Club to acquire a piece of land within the Greenfields Recreation Ground to create better access to their carparking area. Members were conscious of the ongoing dispute regarding land ownership in this area and did not wish to contribute further to conflict but were happy for a Licence to Occupy to be granted.

### **RECOMMENDED:**

**That the Greenfields Bowling Club be granted a Licence to Occupy a parcel of land adjacent to the carpark for the purpose of facilitating access and carparking.**

## **79/18 FISHERIES**

Since the Town Council took over the fisheries nearly a year ago, great improvements have been made and now Shrewsbury gets national interest and International Competitions which is greatly benefiting tourism. Season ticket sales since January are the highest yet and resulted in a surplus in income.

Improvement works have included tree-thinning, installation of new pegs, upgrading existing pegs and works to Mousecroft Pool.

A public meeting with Anglers in May is proposed to launch a new website and a new electronic ticketing system to enable season tickets to be purchased online. External funding to the value of £16k has been received this year to improve pegs and landscaping and relations with both the Angling Trust and the Environmental Agency are the best they have ever been.

The Town Clerk reported on a tender submission to manage Shropshire Council's fisheries at Oxon and Emstrey. This proposal has been successful and discussions are ongoing with Estates Officers to look at how these fisheries can be combined with the existing Town Fisheries to ensure maximum benefit.

**RESOLVED:**

**That progress on developing the Shrewsbury Town Fisheries be noted.**

**80/18 TEAM SHREWSBURY**

**80.1 Anti-social behaviour in public conveniences**

Officers reported that Butcher Row and Hills Lane public conveniences have been closed short-term in order to deter anti-social behaviour. Daily reports from Town Council staff are providing crucial intelligence for the Police. Town Council Staff recently witnessed the stabbing at the Bus Station and have been assisting the Police with evidence statements.

**80.2 Youth & County Lines Resilience Workshop**

The Youth Service recently delivered training to stakeholders on Youth and County Lines Resilience which received excellent feedback. Further training is being developed for delivery in schools about child exploitation.

**80.3 PCC Funding Availability**

The Town Clerk confirmed that funding from the PCC is available for CCTV and Road Safety schemes. The Town Council is looking to submit a bid to upgrade CCTV provision at Monkmoor and the Quarry plus make improvements to Hills Lane and School Gardens. 50% funding is available which will match with the £25k already budgeted for upgrading CCTV.

A brief discussion on WIFI CCTV was held and concerns were expressed about the lack of staff available to monitor the cameras real time due to budget cuts.

## **81/18 SHREWSBURY IN BLOOM**

The minutes of the Shrewsbury In Bloom Committee meetings on 28 February and 28 March 2019 were circulated. Councillor Roberts provided the following update:

- Discussions have taken place regarding the Pride Hill planters and a potential planting scheme.
- The Town Council has been asked to design landscaping improvements to the A49/Sundorne roundabout. Shropshire Council will sort out the necessary funding and traffic orders.
- The Operations Manager is working on a new judging route which will start at the Flaxmill. Once the route is confirmed, it will be brought back to the Recreation & Leisure Committee and Members welcomed this development.
- Heart of England in Bloom judging will take place on 23 July 2019.
- The Weeping Cross Open Day will be held on 22 May 2019 and 150 people have expressed an interest in attending. An additional open day has been arranged for 15 May and will welcome pupils from 12 primary schools.

### **RESOLVED:**

**That the minutes of the Shrewsbury In Bloom Committee meeting held on 28 February and 28 March 2019 be received and accepted.**

## **82/18 GRASS CUTTING**

The Operations Manager reported that grass cutting has started early this year due to the milder weather. Some areas are still too wet to cut which has delayed the schedule but it is hoped all areas will be cut in the next two weeks. Staff have also experienced some breakdowns of machinery but with the newly appointed additional mechanic, the machines have soon been operational again.

## **83/18 COMMUTED SUMS**

The Town Clerk gave a brief update on developer discussions/negotiations.

- 83.1 Radbrook College Site** – tenders awarded for the upgrades to Grangefields and Bank Farm Road Play Areas
- 83.2 Copthorne Barracks Play and Open Space** – awaiting progress with Pavilion Extension and release of the S106 agreement
- 83.3 Shelton Hospital Land Transfer** – paperwork being finalised and money received

- 83.4 Barratt Homes/Bovis Homes – Mytton Oak Road** – Phase 1 is ready for handover and Phase 2 will be soon.
- 83.5 Shrewsbury South Sustainable Urban Extension**
- 83.5.1 Sutton Grange site** – ongoing and unlikely to transfer in the next financial year
- 83.5.2 Bellway Homes site** – discussion on land adoption and adoption of acoustic fencing
- 83.5.3 Galliers site** – early discussions on land adoption
- 83.5.4 Community Centre** – location on the site has been identified but there was concern about the chosen location at the back of the site off Oteley Road. Councillor Mackenzie updated members on her meeting with Eddie West regarding making improvements to these proposals and linking in with supportive living. The Town Clerk will be invited to the next meeting.
- 83.6 Ingleby Way** - now ready following clarification of hedgerow ownership
- 83.7 Holgate Drive** - awaiting completion of snagging
- 83.8 Belvidere Paddocks** – ready awaiting transfer
- 83.9 Arlington Way** – contracts have been signed
- 83.10 Shrewsbury Town Football Club** - awaiting tender proposals for pitch levelling, £60k offsite contribution to the improvement to football playing surfaces at Radbrook Recreation Ground received
- 83.11 Weir Hill Development** – adoption request received. The Town Clerk updated Members on how the Wildlife Trust were considering taking on the management of the open space and the costs involved if a management company took it on. This would result in residents having to pay £250 per annum per household.
- 83.12 Sweetlake** – Councillor Laurens asked that the proposals for play area installation be looked at. He had been advised by the developer that the funding had been sent to Shropshire Council but no progress had been made.