

**OVERTON COMMUNITY COUNCIL**  
**MINUTES OF AMENITIES COMMITTEE MEETING**  
**25<sup>th</sup> MAY 2019**

**PRESENT:** Cllr Hellingman, Cllr Lynch (Chairperson), Cllr Walker and Cllr Whittaker

1. 01/19. ELECTION OF A CHAIRPERSON

Cllr Hellingman proposed Cllr Lynch and Cllr Walker seconded  
All in favour.

2. 02/19. TO ACCEPT APOLOGIES FOR ABSENCE

Apologies received: Cllr Roberts.

3. 03/19. TO DISCLOSE ANY PERSONAL OR PREJUDICIAL INTEREST - none received.

4. 04/19. TO RECEIVE ANY QUESTIONS OR COMMENTS FROM THE PUBLIC ATTENDING THE MEETING – not received.

5. 05/19. TO DISCUSS MATTERS ARISING FROM THE PREVIOUS MINUTES

Street light survey now complete.

6. 06/19. TO CONSIDER AND DISCUSS FOLLOWING ITEMS

Feasibility study for a toilet at the playing field

- The current Scope of Works for the Playingfield public toilet and costs was discussed. The following items must be included in the costings, all costing shown are approximate:
  - Additional half an hour for the caretaker to clean/open or close the facilities each day. £1800PA
  - Project: including any necessary plumbing work or utility company work to connect new system to supply (classed as new installation) £16,600
  - Purchase of all cleaning materials. £100 PA
  - Utilities. £300 PA
  - Insurance cover for the premises. £50 PA
  - Cost of Quantity Surveyor. £300
  - Cost of advertising the Tender. £300
- A discussion followed as to the best way to raise awareness of the project and ultimately fund it. Grants will be investigated from sports bodies/councils along with money from match funding, Light Source and potential sponsors who would be duly recognized possibly with a plaque or sign. An increase to the existing funds will need to be discussed at the next precept.
- Reducing the project into specific bite sized projects i.e. ground works and buying in equipment was also discussed but rejected as being cumbersome and potentially difficult to reconcile with tenderers.
- It was decided that the project would benefit from being displayed at the fete as this will raise public awareness and possibly lead to investment.

**Actions: All, investigate funding sources and streams. Cllr Hellingman will arrange for a large print of the plans to be produced.**

#### Electrical Installation Condition Report

- This report (dated 8 Apr 2019) was discussed and whilst the report is graded Satisfactory there are a number of points that require to be addressed. Several of the points raised are as a result of the introduction of more recent electrical regulations. All of the points raised are code 'C3' which means that they are 'Improvement Recommended' and therefore by definition not immediately dangerous. It was felt by the Amenities Committee that as OCC are the lease holders for the building any improvements should be paid for by OCC.

**Action: To be added to the agenda for the June Full Council Meeting for members to discuss.**

#### Lease for the Millennium Meadow

- All members have read through the Lease for the Millennium Meadow and were unanimous in agreeing that the lease should be renewed in Jan 2020. The option for a shorter lease, 10 years was discussed but members felt this was not. A renewal lease price has yet to be discussed with the lease holder.

**Action: To be added to the agenda for the June Full Council Meeting for members to discuss.**

#### Football Club (FC) Building

- The rationale for the management of the FC building was discussed and it was decided that, subject to approval by full council the responsibility should move from the Playfield Committee to the Amenities Committee to provide correct continuity and a more rational approach to the administration of this asset.

**Action: To be added to the agenda for the June Full Council Meeting for members to discuss.**

#### 7. 07/19. TO RECEIVE ANY AGENDA ITEMS FOR THE MEETING AND CONFIRM DATE

- Update on Feasibility study for a toilet at the playing field.
- Renewal of Maintenance Contract for the Playfield, Cenotaph and Cemetery. Existing Chairperson will stand down at this point.

Chair closed the meeting at 1125 hrs.