

STRATFORD-UPON-AVON TOWN COUNCIL

COMMUNITY SERVICES COMMITTEE

5 December 2023

Meeting started: 6:32pm Meeting ended: 7:44pm

Present:

Councillors:

The Mayor	Cllr Cleeve
Cllr MacDonald	Cllr Petrovic
Cllr Petrovic	Cllr Vos

Clerk: Admin Officer, Tony Holt (Cemetery Foreman) and Richard Lees (H&S Adviser)

Press: No members of the press were present

Public: One member of the public was present

33. Apologies

Apologies were received from Cllr Smith and Cllr Rashwan and accepted for the reasons given. Cllr Coles did not attend the meeting.

34. Declarations of Interest

None.

35. To receive written requests for dispensation for disclosable pecuniary interests

None.

36. To grant any requests for dispensation as appropriate

None.

37. Public Participation

There was no public participation.

38. To approve the draft minutes of the Community Services Meeting held on 17 October 2023

It was Proposed, Seconded and

RESOLVED: That the Draft Open Minutes of the Community Services Committee Meeting held on 17 October 2023 be approved as a correct record.

39. To approve the draft Open Minutes of the Extraordinary Community Services Committee Meeting held on 7 November 2023

It was Proposed, Seconded and

RESOLVED: That the Draft Open Minutes of the Extraordinary Community Services Committee Meeting held on 7 November 2023 be approved as a correct record.

40. To Adopt the draft Notes of the Environmental Strategy Panel Meeting held on 11 October 2023

The request of a small wording change to point 5, bullet point 3 was approved.

It was Proposed, Seconded and

RESOLVED: That the draft Notes of the Environmental Strategy Panel be approved.

41. Budget Review

Discussion was had regarding the accounts. Committee wish lists would be given consideration and the accounts were noted.

42. To consider additional information supplied by Stratford-upon-Avon in Bloom in support of their Initiatives Application

After much discussion:

It was Proposed, Seconded and

RESOLVED: To support where possible the initiatives application upon receiving a more detailed breakdown of finances to include incoming and outgoing transactions.

43. To consider additional quotes for the proposed kerbing works at the Cemetery

Much discussion was had regarding the proposed kerbing works at the Cemetery. A report was tabled at the meeting from Richard Lees, Health & Safety Advisor.

Tony Holt, Cemetery Foreman informed the Committee of three reasons as to why the kerbing works should be carried out:

- a) Health and safety and will ensure cars drive safely around the Cemetery
- b) Will save on labour as it will cut down the time spent trimming the edges of the grassed areas
- c) Is aesthetically pleasing

Richard Lees, Health and Safety Advisor informed the Committee that the kerbing works would deter cars from pulling up close to grave edges and discourage parking on unmarked grave areas. The purpose of a kerb is to maintain an edge and indicates an area not to be driven on. Consideration could be given to remark the floor near the chapel and look at signage to turn left on passing the chapel towards the exit of the cemetery.

It was Proposed, Seconded and

RESOLVED: That the Designated Reserves be looked at and funding taken for the cost of the kerbing works to proceed. The Committee supports the need to have the work done subject to full Town Council approval of the budget on 30 January 2024. Quotes received were of similar

values and a decision was made to accept the quote from Pro-Surfacing Ltd as they had previously carried out kerbing works in the cemetery. The Cemetery would not need to be closed whilst works are carried out.

44. To consider an increase to the Cemetery Fees for 2024/2025

After much discussion, it was agreed that the reference line 'A person will be regarded an inhabitant if he/she has lived in the town within the last five years.' To ensure clarity and precision, it is essential to establish specific criteria and define the parameters of this definition as some confusion was raised over this. It would be beneficial to examine the practices of other burial towns to gain insight into their inclusion criteria.

It was Proposed, Seconded and

RESOLVED: That Cemetery fees be increased by 30% and Tranquility Garden fees increased by 20%.

45. To consider the cost of replacement blinds in the Town Hall

This was discussed by the Committee following reference to it at the Environmental Strategy Panel Meeting on the 8 November 2023 and it being included in their work plan. It had been suggested that thermal blinds be installed in the Town Hall.

An initial quote has been received for the replacement blinds in the Council Chamber and Committee Room. They suggested that all need to be changed because they seem to be on brackets that could crumble at any time and some of them are fading. Whilst the Company did not provide thermal roller blinds and a quote could be provided for thermal roman blind style but this was likely to be substantially more. They also stated that the upstairs ballroom and ante-room windows cannot have blinds installed on them. Georgina Kerrigan (RFO) / Victoria Flynn (FFO) were to investigate detachable secondary glazing for the ballroom.

It was Proposed, Seconded and

RESOLVED: To obtain further quotes and to look at the Town Hall budget for 2024/25 in order for these works to be carried out.

Date of Next Meeting

The next meeting will be held at the Town Hall on 20 February 2024 at 6.30pm.

The Chairman declared the meeting closed at 7.44pm