



BLYTH TOWN COUNCIL

Minutes of the Assets Committee held in the Council Chamber at Arms Everytne House on Tuesday 8th April 2014 at 6.30pm.

Present:

Councillors: J R Potts (in the Chair), B W Elliott and O Potts.

Non Committee Members:

Councillor R Parker

Members of the Public: 1

Also present:

Sue Noddings – Town Clerk (Corporate Services)

Sean Robinson – Assets Officer

Liam Forsyth – Committee Clerk

050/14/01: APOLOGIES FOR ABSENSE

Apologies were received from Councillor K Ellis, Councillor D Rutter, Councillor L Rickerby and Councillor A Turnbull.

051/14/02: DISCLOSURES OF INTEREST AND GRANT OF ANY DISPENSATIONS

None

052/14/03: MINUTES OF THE MEETING HELD ON THE 11TH FEBRUARY 2014

Councillor J R Potts enquired as to whether the Assets Officer had received a response from the highways department at Northumberland County Council regarding the proposed bollards on Waterloo Road. The Assets Officer commented that he had received a response which outlined that this would not be proceeding as it was not outlined as a strategic priority.

Discussion was then held regarding the priorities submitted. The Committee Clerk responded that he re-circulate the list. **Action: LF**

The Minutes of the Assets Committee held on the 11th February 2014 were **AGREED** by the Committee and signed by the Chair.

053/14/04: ASSETS OFFICER'S UPDATE REPORT

(Please find the report attached as an Appendix)

In supporting the report, the Assets Officer commented that regarding the litter bins, the post mounted bins order was now completed and delivered.

The Town Clerk (Corporate Services) enquired regarding the dating of the invoice. The Assets Officer commented that he would investigate. **Action: SR**

The Assets Officer commented that he is to generate a report and recommendation for the Council which will allow for the projection of future use of bins within the Town. **Action: SR**

Regarding the Play Areas, Councillor J R Potts sought clarification as to the Isabella Park mentioned. This was clarified by the Assets Officer.

A supporting outline was then provided regarding the developments at the Cottingwood Green site.

Discussion was then held regarding the allocation of Section 106 monies in Blyth.

The Town Clerk (Corporate Services) commented that she had held discussions with the Council's insurance provider (Came & Company) to establish the cost of insuring new assets. Councillor J R Potts commented that he agreed that this continue to be investigated.

Subject to ratification

Discussion was then held regarding Bus shelters in the Town. Councillor O Potts wished to reiterate the importance of monitoring the progress following the uptake of the partnership agreement.

Councillor J R Potts also brought to the attention of the Assets Officer discussion regarding the Cycle scheme providing Assets around Broadway. This was **AGREED** to be investigated. **Action: SR**

Regarding the War Memorials, Councillor J R Potts requested that the sub-committee regarding the Commemorative Wall.

It was **AGREED** that the Committee Clerk is to convene a Meeting of this Sub-Committee. **Action: LF**

Discussion was then held regarding the toilets in Blyth and the affect that the new partnership will have on the standards in the toilets across the Town.

Councillor J R Potts enquired as to who owns the Planters on the Market Place. The Town Clerk (Corporate Services) commented that these planters were purchased by the Town Council for the Northumbria in Bloom competition.

Councillor B W Elliott enquired as to whether the Assets Officer could investigate areas around the electricity supply for the Bandstand. **Action: SR.**

054/14/05: JOINT PARTNERSHIP WITH COUNTY COUNCIL

Councillor J R Potts raised queries which arose from the last Meeting of the Full Council. It was outlined that the current delegation needs amended in order to ensure that the Council is acting lawfully.

Discussion was then held regarding the need to generate and publish standards in order to best engage with the people of Blyth.

Councillor J R Potts also further noted that such items were arising within other agreements in areas where the Town and Parish Councils cannot be seen to provide and pay for the service, such as litter picking.

The Town Clerk (Corporate Services) provided an overview of the progress and it was commented that the first meeting of the Membership Board, issues to be covered included the payment arrangements and need for itemised accounts. It was commented that the Meeting of the First Partnership Board is to take place following the Partnership Breakfast Event.

Subject to ratification

It was **AGREED** that an invitation is to be re:circulated to all Councillors.

Councillor J R Potts enquired as to whether there had been an Agenda created for this event. The Town Clerk (Corporate Services) commented that this was being dealt with by Northumberland County Council.

It was also **AGREED** that we would seek to ensure that members of the Partnership Team begin to process the photography for the associated standards.

It was also outlined that a Partnership newsletter had been alluded to in conversation and that this is to be investigated prior to the first Meeting of the Partnership Board.

It was also discussed that an arrangement is to be made regarding the production of the Minutes for the Meeting.

55/14/06: ANY OTHER BUSINESS AND ITEMS FOR URGENT ATTENTION

None.

056/14/07: DATE OF THE NEXT MEETING

It was **AGREED** that the next meeting of the Assets Committee is to be held on Tuesday 5th June 2014 at 6.30pm in the Council Chamber at Arms Everytne House.

057/14/08: PRIVATE BUSINESS

The Committee resolve to consider the remaining business in private with the press and public excluded pursuant to the Public Bodies (Admission to Meetings) Act 1960 on the basis that the business involves consideration of potential legal proceedings.

058/14/09: LEGAL PROCEEDINGS

An outline of the case was provided by the Assets Officer.

Discussion was then held regarding whether the case should be pursued and the changes of lodging a successful action.

Councillor B W Elliott commented that this was a difficult scenario however would keen to send out a message.

Subject to ratification

It was **AGREED** that a public pursuant notice is to be generated with a small scope for pursuing the case. It was also **AGREED** that insurance is to be further investigated.

MEETING CLOSED AT 8.00 pm.

MEMBERS OF THE ASSETS COMMITTEE:

Councillor K Ellis (Chair)
Councillor B W Elliott
Councillor J R Potts
Councillor O Potts
Councillor J Reid
Councillor L Rickerby
Councillor D Rutter
Councillor A Turnbull

BLYTH TOWN COUNCIL
Assets Committee
08 April 2014

Report of the Assets Officer

Litter Bins

The upgrading of the litter bins is progressing with damaged bins been replaced as and when they are reported and additional bins been installed as requested. The additional bins that have been installed are at the following locations:

The Oval	2 x GSPMB
Opposite Harvey's Pet Shop	1 x GSPMB
Corner of Beatrice Avenue/Plessey Road	1 x GSPMB
Footpath parallel to Blyth Golf Course	1 x GSPMB
Wensleydale Terrace	2 x GSPMB

The following ground mounted bins which are to be installed at the following locations:

Opposite Checkers Sandwich Bar	1 x GMPB
Between Wilkinsons & Morrisons	1 x GMPB
Blyth Sports Centre Skate Park	1 x GMPB
Footpath Entrance at Blyth Golf Course	1 x GMPB

We are awaiting the Highways Department to prepare the groundwork in order for the NEAT team to install the ground mounted bins. This will commence from 01 Apr 14.

The post mounted bin at Whittdale Close has been moved further along the path away from a residential property as it was causing a smell and an additional ground mounted bin is also to be installed further along the path as this bin is constantly full from dog walkers.

I still awaiting feedback from Homes for Northumberland with regards to street furniture requirements for the new developments at Tynedale Park and South Newsham.

Once all this work is complete I will audit our supplies with a possibility of ordering additional litter bins if we require them.

Play Areas

The weekly inspections are been carried out by NCC. There was a minor repair carried out at the Isabella Play Area to replace and re-hang two sets of gate hinges. The cost of the repair is £250. I am in the process now of carrying out a whole life survey of all the play areas with Paul Long (NCC Play Area Inspector).

Subject to ratification

A report will be submitted at the next Assets Committee Meeting in June. I am booked on the RoSPA Playground Inspection & Maintenance Course in Faringdon, Oxfordshire 21-22 May 2014. A meeting was held with our Insurance Company on 2nd April 2014 and they are going to provide support in order to audit all play areas which includes the life expectancy on all play equipment/replacement insurance and also details on external annual inspections that need to be conducted by outside bodies.

As agreed from the last Assets Committee meeting it was agreed that we would purchase part of the play equipment for the refurbishment of the play area at Cottingwood Green. The order was placed on the 18th February 2014. Proludic agreed to hold the equipment in storage until we are ready to install it.

At a subsequent meeting for the budget under spend it was agreed to go ahead and purchase the remaining equipment and to commence with the installation prior to the end of the financial year. This order was placed 24th March 2014. I have been in contact with Proludic and the play equipment has now been built and it now will be held in France with the manufacturers whilst the rest of the equipment is been built and shipped all together. Once we have the shipping date a pre-start onsite meeting will be arranged and dates will be finalised for the installation to take place. Also they will be able to provide guidance on PR if we want to go for an opening event for the play area. I will be able to provide further information after the pre-start meeting. I am still awaiting a response from the developer at South Newsham in regards to the funding for this project.

I have been informed by Cllr Elliot and confirmed by NCC that there is £140,000 available for sports and recreational facilities in the South Beach area of Blyth. This has come from the S106 agreement from the Wellesley/South Shore project. I have met with Peter Potts (South Beach Resident) and he is keen to install a new play area adjacent to Mulberry Close. I have initially surveyed the proposed site and asked him to approach South Beach Residents Association to apply for the funding through the S106 application process. If the application is successful as part of the application process is that an agreement needs to be put in place for the ongoing maintenance and inspection post installation which he has requested we provide in accordance with our other play areas.

There has been a request from a resident adjacent to the play area at Laverock Place for the fence to be extended as children are playing football and are causing damage to resident's cars. I have surveyed the park and fence and the only solution is to keep the existing fences in place and maybe build an additional fence around the grassed area.

Bus Shelters

The second clean of all bus shelters has commenced and was completed by 29 Mar 14. The cleaning of all bus shelters is now going to a monthly basis in accordance with the new partnership agreement with NCC which commenced on the 01 Apr 14. I am now in the process of now surveying all shelters and will instigate a rolling programme of replacement of older shelters over the coming years. The list of damaged shelters from the previous report are now in the process of being repaired and will be complete by the end of April.

Subject to ratification