

MINUTES

Committee: Amenities Committee
Date: Monday, 07 April 2025
Time: 6.55 pm
Venue: Younghayes Centre, 169 Younghayes Road EX5 7DR

Present

Cllr Kim Bloxham (Chair)
Cllr Les Bayliss
Cllr Colin Buchan
Cllr Kevin Kendall
Cllr Barry Rogers
Cllr Vincent Wilton (Vice Chair)

Also Present

Cllr Ray Bloxham
Andrew Chapman-New, Cranbrook Town Council
Alexandra Robinson, Cranbrook Town Council

A/25/14 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Kevin Blakey and Lisa Goudie.

A/25/15 DECLARATION OF INTEREST AND DISPENSATION

No interests were declared or dispensations granted.

A/25/16 MINUTES

It was proposed by Cllr Les Bayliss, seconded by Cllr Kevin Kendall and **resolved** to accept and sign the minutes of the meeting held on 3 February 2025 as a correct record.

A/25/17 PUBLIC PARTICIPATION

No Members of the public were in attendance.

A/25/18 AMENITIES MONITORING REPORT

The Committee were advised that the Terrorism (Protection of Premises) Act also known as Martyn's Law became law on 3rd April 2025 and would require premises where 200 or more may be present to have plans in place to keep people safe in the event of an attack.

It was proposed by Cllr Kim Bloxham, seconded by Cllr Colin Buchan and **resolved** to

1. Note the Monitoring Report and
2. Establish a Council Working Party to investigate the requirements relating to Council Assets and to report back. The Working Party to include Cllrs Les Bayliss and Ray Bloxham and the Deputy Clerk.

A/25/19 PLAY STRATEGY WORKING GROUP - UPDATE

The Chairman referred to the update report from the Play Strategy Working Group. An application was made to East Devon District Council for Cranbrook to be considered for capital investment as part of the District Authority's Flagship Play Provision. Following East Devon District Council's review of its annual capital programme approval was given to award the Town Council £150,000 capital investment in the refurbishment of St Martin's Play Area in 2025/26. This award would be on the basis that future management and maintenance would be undertaken by the Town Council.

Signed

14 July 2025

The Committee expressed their appreciation to East Devon District Council for the investment in the refurbishment of the play area which would be of great benefit to the community of Cranbrook.

Following discussion, it was proposed by Cllr Vincent Wilton, seconded by Cllr Colin Buchan and **resolved** to

1. Note the updated report from the Working Group.
2. Delegate to the Clerk in consultation with the Chair and Vice Chair to obtain the capital funding from East Devon District Council for the refurbishment of St Martin's Play Area
3. The Play Strategy Working Group to bring forward an update report to the Committee.

A/25/20 COMMUNITY GARDEN

The Chairman referred members to the update report outlining the development of the Community Garden. Members commented on the following points:

- The Community Garden has shown great improvement.
- The site would benefit from signage, subject to Planning constraints.
- Costs associated with the development of the Community Garden should be met from the Grant Funding.
- Encouraged the involvement of the local schools to develop engagement and participation.

The Committee noted the update report.

A/25/21 RANGER REPORT

The Chairman referred members to the Ranger Report outlining the activities carried out since the last meeting and proposals for forthcoming activities.

Members commented on the following points:

- The achievements of the Ranger
- Tree Planting Update
- If future reports were to be presented as a newsletter they would benefit from photographs to demonstrate the good work.
- The document would be developed further with the assistance of the Communications Officer.

The Committee noted the Ranger report.

A/25/22 COUNTRY PARK MANAGEMENT PLAN WORKING GROUP - UPDATE

Cllr Ray Bloxham reported that the Working Group had discussed the requirements needed for the updated Country Park and Hedgerow Management Plans and brought forward the first draft of the Open Space Management Plan for consideration. Members recalled that at its March Meeting, the Council had considered options for future grounds maintenance in Cranbrook and resolved that the Clerk in conjunction with the Working Group would bring forward the detailed service specifications in advance of procurement.

Members welcomed the approach and approved the first draft of the Open Space Management Plan and noted that further updates would be brought forward to subsequent meetings.

Following discussion, it was proposed by Cllr Vincent Wilton, seconded by Cllr Barry Rogers and **resolved** to

1. Note the Working Group update report.
2. Support the first draft of the Open Space Management Plan and to delegate to the Clerk and Working Group to adjust the document in light of Committee comments.

A/25/23 EXCLUSION OF PUBLIC AND PRESS

Due to the sensitive or confidential nature of the following item it was proposed by Cllr Colin Buchan, seconded by Cllr Vincent Wilton **resolved** to exclude the press and public from the remainder of the meeting on the basis of Section 1 paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960 which stipulates that a council may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature

Signed

14 July 2025

of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings.

A/25/24 – TOWN MAP

The Chairman referred to the report outlining the necessity to review and update the Town Map. The committee considered the services and associated costs and noted that the Maps would be available for users of the Town, Country Park and accessible routes for the Community Mobility Scooter. Members considered the scope of the map, the appropriate level of detail and that it would be accessible for users.

Following discussion, it was proposed by Cllr Vincent Wilton, seconded by Cllr Colin Buchan and **resolved** to

1. Note the report.
2. Delegate to the Ranger and Communications Officer in consultation with the Chair and Vice Chair to seek clarity with Colour Heroes Ltd on the scope, design and accessibility of the map.
3. Subject to an agreed design to approve £3,150.00 Colour Heroes Ltd to design and create new maps for the town and Country Park inclusive of assets and walking/mobility scooter routes.

A/25/25 – FENCE REMEDIATION

The Chairman referred to the report outlining the options for remediation of knee rail fencing when needed. The Committee considered products made of wood and composite as alternative means to repair failing fencing.

Following discussion, it was proposed by Cllr Barry Rogers, seconded by Cllr Vincent Wilton and **resolved** to

1. Note that the fence posts at Russett Loop have been repaired.
2. To retain wood as the favoured material for future repairs and replacement where necessary.

The meeting closed at 19:56