

**MINUTES OF THE LEISURE AND AMENITIES COMMITTEE OF KINVER PARISH COUNCIL HELD ON WEDNESDAY 19<sup>TH</sup> JULY 2023 AT 7.00 PM AT 95 HIGH STREET, KINVER**

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Present: Councillors: S Charlesworth-Jones (Chairman), A Calloway (Vice Chairman)\*, J K Hall (Ex-Officio), S Anderson, Ms E Lord, D McGirr and co-opted member Mrs S Harris.

\*arrived at 7.30pm

Also present: Clerk Mrs J Cree, Mrs M Fullwood.

1. To receive and note apologies for absence

Apologies of absence were received from Cllrs Mrs C Allen, K Slade, P Wooddisse, K Hosell and co-opted member D Tibbetts.

2. To record Declarations of interest regarding items on the agenda

None were declared.

3. Minutes of the previous meeting held on the 21<sup>ST</sup> June 2023

The minutes of the meetings of the Leisure and Amenities Committee held on the above date, having been circulated previously, were approved and signed as a true record of the proceedings.

4. Update on Projects

(a) Information / noticeboards update

The posters will be size A2 point size 15.

Draft proofs were circulated, it was agreed to ask for a disclaimer to be on the bottom of the notices, saying we have tried to find copyright ownership etc.

(b) Blue Plaques

Deferred until the next meeting.

(c) Update on Kinver Archives

The only reply to date on this project is from the Church. He has put together a list of costs to apply for a grant for the project. Which may help get support. He is going to apply for grants to cover the first years costs to then bring it back to the Council to discuss formally adopting the project. It was agreed to have this as an agenda item for September to receive an update.

(d) Sam Harris Cup

The cup will be used in next year's competition as this year was too short notice, they contact the Council to present the cup nearer the time. This can be taken off the agenda.

(e) Flower buckets

Mrs S Harris reported that for summer solstice decorating of the clock shelter was very well received. During the decoration more flower buckets were needed for future events, so she will get costs to buy extra buckets that we keep at the Parish Office and she will come back to the next meeting.

They are also wanting to do a winter solstice, Remembrance day and no permanent fixture without permission should be attached to the wood.

(f) High Street Toilets

This was raised by Cllr A Calloway, who queried why they were closed on a Bank holiday Monday. Also he asked for clarification why the other toilets were closed for public use. These are used for other purposes now and there is never a large demand for the facilities. So one is toilet enough at this time.

It was agreed that councillors would take it in turns to open the toilets as required for bank holiday days.

It was agreed to propose to the Parish Council to remove the paid lock on the toilets and replace with a vacant / engaged free lock, on a temporary basis until Christmas as a trial and monitor the change and review it at that time, on a vote this was carried.

(g) Childrens play area S106 money

A letter was received from a member of the public about updating and changing the play area at the Edward Marsh Centre.

It was agreed to progress the S106 money to ask for final date it should be spent and the amount is of £13882.28.

There is also funds to come from the White Hill Development.

The first stage of this process would be to ask the SSCDC to use Brockleys Walk and ask Stourton Village Hall to seek their permission for anything near their site. For such items as a goal post, basket ball hoop, gym equipment, then possible phase 2 with White Hill funds to extend this project.

(h) Kinver Market

The Clerk updated members on the July market, and the current position with the advice from SCC / SSCDC.

The advisory Committee discussed having new signage that is clearer, the Chairman will get quotes for 6 signs from FM Branding. The locations were Danesford Gardens, Kinver Edge, High Street by Co-op area, Dunsley / Stewpony. He also has had an agreement to put a sign at Enville.

New stall holders will be offered a FOC pitch for the first month only, these spaces would be limited to 2 maximum each market based on 12 stalls at Danesford Gardens.

The Chairman of L & A will make the final decision on what stalls are accepted with input from members if time permits on making the decision. The office staff will be responsible for organising the standard monthly markets (payments, booking of stalls). Special events to be organised via committee.

Marketing - a local marketing company has been approached, they charge £5 per post for Facebook and Instagram, and this would be a total cost of £50 per month. A three month trial would be proposed for September, October, November. It was agreed to recommend this to the Parish Council and funding to be taken from the market funds.

Cllr A Calloway will set up an Instagram account up for the market.

Special events proposed for the future from the Market advisory group are the 28<sup>th</sup> October – Halloween, 24<sup>th</sup> November – Christmas event, Saturday Market 25<sup>th</sup> November.

Christmas Market - the Clerk has obtained 2 costs one for the same as last years a small market and light switch on, on Friday night, and a fuller market on the Saturday, this is a partial road closure with traffic lights and personnel to manage.

Second quote is for a partial road closure only for 1 day for the whole day from 9am until approx. 8pm, which could be any agreed date.

Option 1

Cobra Traffic Management	£1773.75
Signal	£2035.00

## Option 2

Cobra Traffic Management	£1449.52
Signal	£1445.00

These costs to be put forward to Finance to agree where funds could be allocated from for a maximum of £2000 and discussions on dates and plans to take place at the full Parish Council in September.

The other items are the entertainment for future markets - looking towards September / October.

### 5. Members reports on PROW Matters inc Grant application for 2023/24

The following items were noted:-

FP23 is still awaiting repair.

FP 5A is awaiting for the flooding to be addressed by Enville Estates and SCC.

Grant is still on hold awaiting county to look at flooding on FP5a.

### 6. Items for the next agenda

Health and Wellbeing presentation September, Licence to Plant, Play equipment and any additional items to be with the Clerk by the 7<sup>th</sup> September 2023.

### 7. Recommendations to the Parish Council

The following recommendations to the Council were made as below:-

- to remove the paid lock on the toilets and replace with a vacant / engaged free lock, on a temporary basis until Christmas as a trial and monitor the change and review it at that time.
- To spend £50 per month for 3 months from the Kinver Market funds for Marketing.
- To purchase 6 signs from Kinver Market funds to advertise the market.
- Finance to agree where funds could be allocated from for a maximum of £2000 for traffic management for the Christmas market / Christmas light switch on and discussions on dates and plans to take place at the full Parish Council in September.

### 8. Date of Next Meeting –

The next meeting is the 20<sup>th</sup> September 2023 .