

MINUTES OF THE LEISURE AND AMENITIES COMMITTEE OF KINVER PARISH COUNCIL HELD ON WEDNESDAY 24th MAY 2023 AT 7.00 PM AT 95 HIGH STREET, KINVER

Present: Councillors: S Charlesworth-Jones (Chairman), A Calloway (Vice Chairman), K Hosell, Ms E Lord, , K Slade, D McGirr

Also present: Clerk Mrs J Cree.

1. To receive and note apologies for absence

Apologies of absence were received from Cllrs Mrs C Allen, J K Hall (Ex-Officio), P Wooddisse, S Anderson.

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

None were declared.

3. Minutes of the previous meeting held on the 19th April 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 re costs for artwork

The Clerk has spoken to Nicola the local designer and she has quoted £30 per hour to re do the artwork for the information boards. The Committee set an upper limit of £250 for the basic artwork. She is free to shorten as required the words within reason.

The Assistant clerk has typed the text and we have sent over the typed documents for Nicola to revamp, including links to the photographs on them too.

B Best Kept Village Competition Update

Judges have done their first round on the 16th May, the competition prize was agreed at the last Finance Committee, this was noted.

C New noticeboard for outside the burgesses

Cllr D McGirr has requested if we can look to purchase a new board for outside the Burgesses. The cost would be circa £762.08 + VAT, it was proposed to recommend to the Finance Committee to purchase a board at a cost of £762.08 + VAT for the Burgesses. On a vote this was agreed.

D Blue Plaques

This was deferred until the co-opted members were back onto the committee. Asking for the top 10 sites for the plaque locations.

E Update on Kinver Archives

Cllr D McGirr reported that he has spoken to Mrs Bills on the subject, looking at naming the collection the Bills collection and similarly the Tanner collection.

A framed photo has been passed to the Parish to be put up. Only 1 stake holder from the letters has responded. The Clerk to forward the email sent to the stakeholders to the Chairman.

F CUA Update

The following response has been received from the school:-

"Firstly huge apologies for the delay in my response. Lisa did sent over this email and I have been trying to align diaries.

We are not available until after the exam period so propose the 3 month meeting to take place on Monday 10th July at 4pm at Kinver High School

In line with the agreement:

- (a) The full committee will convene at least twice per annum. Additional meetings will be held as considered necessary by a simple majority of members.

I propose the next meeting to take place on Tuesday 5th December at 4pm at Kinver High School

Lettings Officer position:

I am also delighted to announce that we have been able to appoint to the role of Lettings Officer and we are currently just going through the checks and reference process. We are hoping for a start date of 19th June and the permanent contract has been offered for 32 hours per week. This post will mean we can meet the requirements of the agreement for a minimum of 31 hours and will allow for the admin and management of lettings, including promotion, marketing and recruiting of more lettings to Kinver High as well as the facility for drop in bookings, outside of school hours, as this is something you were keen on at our last meeting.

I am in contact with Mark Moore at Staffs to ensure all elements of health and safety are set up and ready for the opening of the gym including the qualification for the gym induction so that we can be up and running with the gym in readiness for the summer break.

We have continued to operate all of our lettings since our last meeting by relying on the goodwill of the site team to staff all bookings and have also booked in other lettings that we have been able to staff.

In line with the agreed composition of the Management and Review Committee, is as follows:

Membership of the Management and Review committee shall include one representative (or their nominee) from each of the following:-

- (a) *The Trust*
- (b) South Staffordshire Council
- (c) Kinver Parish Council

In addition, a member representing the User Community could be invited to join the committee in future, once usage is well established.

I propose that at the 3 monthly meeting, all parties sign the Community use agreement in person.

Can I please ask that you confirm attendees to the meeting before the meeting date so that I can send a formal calendar invite to all.

Many thanks

Laura"

Representative from the Council will be Cllr S Charlesworth-Jones, with Cllr Ms E Lord to be present also (if she is unavailable then Cllr g Sisley will attend).

G Sam Harris cup

It was agreed to recommend the Parish Council that the cup is used for the best Open Gardens (if they are happy to do this) and ask the Horticultural Society to judge the best Garden. On a vote this was agreed. The Clerk to ask if they would be happy to do this on our behalf.

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.

6. Discussion in water quality on the River Stour - sewage dump issues.

Details of the levels in the river were circulated to all members.

Treated sewage on Smestow comes into the river, the way to fix it the part treated water needs to be treated more to make it cleaner.

Large amounts of treated sewage enter the Smestow river which flows into the Stour. These cause the river to be of poor quality even during normal times. The way to fix it is by improved water treatment e.g. stripping out phosphate to make it cleaner

The Clerk is trying to get someone to come and talk to us on this subject to no avail at the moment, it was agreed to continue to monitor the data. It was agreed to send any data to the MP Gavin Williamson voicing our concerns as a Parish Council.

It was agreed that Cllr S Anderson will look at removing possibly debris that may block the river flow, from the river, by Jubilee Gardens with support from other Councillors.

7. To agree Co-opted members for the Committee and recommend them to the Parish Council

It was agreed to recommend to the Parish Council to Co-Opt Mrs S Harris and Mr D Tibbets onto the Committee for the life of this Council. On a vote this was agreed.

8. Kinver Market and Future Events

The following was prepared by Cllr S Anderson:-

Background

It is approaching two years since the parish council embarked on running a local market using a grant secured from the District Councils High street recovery fund.

Since then, we have run a significant number of monthly markets, some of which have been 'themed', and two of which have been incorporated into a standalone Christmas Market. Most recently, the market at the end of April, was used as the starting point for the village Coronation celebrations.

Typically, each market will contain around 20 separate independent traders, mainly selling arts and craft products. Most of traders use gazebo's supplied by the Parish Council for their stalls. Typically, the market stalls are evenly distributed, with a portion of them on Danesford Gardens, and the remainder on the High Street in or around the clock tower area.

The standard council charges are £10 for a pitch fee, and £10 for gazebo hire. This covers the cost of typically four local people who help erect and disassemble the market at the start and end of each day. Usually there will be a small amount of money leftover at the end, which the parish banks under a separate budget code and is used for further equipment purchase and replacement.

The Issue

It has become apparent that in recent months, the appeal with the market has started to wane. There are several other local markets popping up, and the market in Kinver has, to a certain extent, become stale. In addition, the administration marketing, and governance arrangements for the market are also unnecessarily vague.

Proposals

Recently, an informal meeting was held between some interested parties, including another parish councillor, one of our new district councillors, some market traders, and some High Street shop owners.

It was agreed to Recommend to the Parish Council to have a steering group to progress this market, possibly the Chairman and Vice Chair of the traders (to be decided by that group) plus 1 other, 3 market stall holders, 3 Parish Councillors, Country Fayre (when required) and a District Councillor, so they can come back to either the Parish Council or L & A. This was agreed.

It was agreed to **Recommend** to the Parish Council that the bookings / administration of the market is transferred to the Administration Assistant. On a vote this was agreed.

It was agreed to **Recommend** to the Parish Council the Parish Council to employ a company / person to do the PR / marketing for the market on a month by month basis. On a vote this was agreed.

It was agreed to **Recommend** to the Parish Council to discuss with the Country Fayre future events, and how the Parish Council can support. On a vote this was carried.

9. Items for the next agenda

Sam Harris Cup, BKV, Blue Plaques, Kinver Archives – if required, Information Board update, CUA – July meeting, High Street furniture clutter (inc drains at a future date).

10. Recommendations to the Parish Council

It was agreed to Recommend to the Parish Council to

- agree to Co-Opt onto the Committee for the life of this Council, Mrs S Harris and D Tibbetts.
- have a steering group to progress this market, possibly the Chairman and Vice Chair of the traders (to be decided by that group) plus 1 other, 3 market stall holders, 3 Parish Councillors, 1 Country Fayre (when required) and a District Councillor, so they can come back to either the Parish Council or L & A.
- the bookings / administration of the market is transferred to the Administration Assistant.
- to employ a company to do the PR / marketing for the market on a month by month basis.
- to purchase a noticeboard at a cost of £762.08 + VAT for outside the Burgesses.
- discuss with the Country Fayre future events, and how the Parish Council can support them (agenda item)

10. Date of Next Meeting –

The next meeting is the 21st June 2023.