

MINUTES of a MEETING of the **AMENITIES COMMITTEE** of WINSLOW TOWN COUNCIL  
held on **Thursday 16th November 2017**, at 7:00pm in the Council Chamber at 28 High Street, Winslow.

**Present:** Cllrs Wiseman (Chair), Alman, Chambers, Morton, and Castle (ex officio)

**Clerk:** S Carolan

**Absent:** None

**Members of the Press and Public:** None

	<b>Apologies for Absence:</b> None
A17/49	<b>Election of Chairman:</b> Cllr Wiseman was elected Chairman for the remainder of the year. The Committee RESOLVED to thank the outgoing chairman, David Barry for his years of service to the Amenities Committee and to wish him well in his future endeavours.
	<b>Declarations of Interest and Applications for Dispensation:</b> None
A17/50	<b>Minutes of Meeting</b> held on Thursday 19 <sup>th</sup> October 2017: the Committee RESOLVED that the minutes be signed as a true record.
	<b>Matters Arising:</b> None
	<b>Items deferred from previous meeting:</b> None
	<b>Items delegated by Council:</b> None
A17/51	<b>Clerk's Report:</b> Members discussed the Clerk's report on the operation of devolved services, street furniture, the playground, JGA, OFFA, the recreation ground, the burial ground, the allotments, landscaping, and the Public Hall car park and RESOLVED: (a) that the wording of the new playground signs be amended to reflect the Council's updated CCTV policy, and (b) to install a litter bin on Buckingham Road near to the junction with Highfield Road.
A17/52	<b>CCTV:</b> Members noted that the Council has approved the updated CCTV policy and proceeded to discuss the Privacy Impact Assessment and related documents required by the new policy. RESOLVED: (a) that the Chairman should sign the draft CCTV signage specification prepared by the Clerk; (b) that the System Description prepared by the Clerk accurately reflects the CCTV system as installed; (c) that the draft Privacy Impact Assessment prepared by the Clerk accurately reflects the privacy risks of the existing CCTV system; (d) that the Chairman should sign the draft Privacy Impact Assessment; (e) that the Clerk should carry out the remedial actions contained in the Privacy Impact Assessment including the decommissioning of cameras located in the Market Square and the High Street; and (f) to recommend to Council that the CCTV system, as amended in accordance with the Privacy Impact Assessment, remain in use for the remainder of the year for the protection of the Council's assets including its staff. Members also discussed various proposed upgrades to the CCTV system but deferred any decisions until a final recommendation is made by the Tomkins Park Steering Group.
A17/53	<b>Correspondence:</b> The Committee discussed a request to carry out ground investigations along the boundary of the burial ground and railway embankment in conjunction with the East-West Rail project. The Committee RESOLVED that the final decision shall be delegated to the Clerk, subject to suitable background enquiries being made and the Contractor undertaking not to damage the hedge and to repair any damage caused to the lawn or paths at the burial ground.
	<b>Items for Information:</b> The Chairman reported that volunteers recently planted over 3,000 bulbs donated by the Lions Club of Winslow in Tomkins Park.
	<i>Meeting closed 7:59pm</i>

Signed: \_\_\_\_\_ (Chairman) at a Meeting on \_\_\_\_\_