

WILBURTON PARISH COUNCIL

Minutes of the meeting of the Grounds, Litter and Minor Works Committee on 25 April 2016 at St Peters Hall at 7.30 pm

Present: Cllr R Howard, Cllr P Massey, Cllr D Reynolds, Cllr H Upton (Chairman)

Also Present:

MWC16-027 - Apologies, Acceptance of apologies and declarations of interests

Cllr A Dodson sent her apologies.

At the previous meeting Councillors agreed that Sandra Thompson (Clerk) need not attend.

MWC16-028 -To approve the minutes from the previous meetings

- The minutes of 4 April 2016 were approved and signed

MWC16-029 -Matters arising not covered elsewhere in the Agenda (from previous meeting)

- Christmas Tree – Cathy White, ECDC Tree Officer can give advice. Cllr Howard will contact the PCC

MWC16-030 -Public Participation

Alan Burbridge sat in to advise on Allotments, Cemetery and Cottage.

MWC16-031 - Business Matters

1. To receive an update on and discuss work needed on St Peter's Hall

- to consider quote for new noticeboard

1.1 New Noticeboard. Three quotes were considered last year and the proposed contractor has requested.

Cllr Howard proposed we accept quote for £1129.15+VAT, Cllr Massey seconded.

Action: Proposal to be taken to Finance Committee for final approval.

1.2 Sentry Sound Limiter – After speaking to Ian McDonald (Technical Manager at Formula Sound) Cllr Upton checked wiring connections and visually inspected circuit board, no obvious damage or signs of component failure. This is an intermittent fault and may not be resolvable. Not cost effective to get a technician site visit. Cost of new Sentry £585+VAT.

Action: Cllrs Upton and Massey to investigate further and recommend a course of action with alternative supplier unit costs to full council.

2. To receive an update on and discuss work needed on the recreation field

2.1 Use by Haddenham Colts - Cllr Reynolds is in contact with them. Use of the field by neighbouring football teams is beneficial as this increases community usage and builds our business case for grant funding. We will need to keep Cricket Club in the loop.

Action: Cllr Reynolds to get details of number of games per season and facility requirements.

Update: September to May, 19 weeks of use, Colts to provide goals / flags, pitch marking. Colts will need access to pavilion lavatories on match days.

2.1 Pavillion - Cllr's Dodson and Upton have a list of works required to improve the Pavillion including cosmetic work – internal/external painting, floor resealing, new ceiling lights, lavatory refurbishments and locks. Other work on the list will require wider council approval and closer work with the Cricket Club.

Action: Cllr Upton to restructure the work list into categories and distribute to wider council.

2.2 Pavillion Electricity – current amperage capacity inadequate

Action: Cllr Massey to review 60A requirement with Beer Festival Committee.

2.3 BMX Relocation discussion and consultation

Action: Councillors agreed to meet at the “pit” at 9:30AM Sunday 1 May to assess suitability of field above pit for BMX usage, and to measure access gate requirements. Clerk to issue notice of consultation to neighbours.

Update: Tup has met Joe Cornwell who asked about the area for the BMX. They have discussed whether allotment holder would give up the area earlier and the consultation that would be needed with the neighbours. Joe has offered to go with a parish councillor to talk to everyone around there.

2.4 Pavillion Toilets – require refurbishment – part of list produced – see 2.1.

3. To resolve any known issues at the Cemetery

3.1 Cemetery - Alan Burbridge was concerned that stonework is being moved in and out without him being consulted about the grave locations.

Action: Cllr Upton to contact clerk to contact and review the procedures with Maureen Harrington.

3.2 Allotments – currently there are five unused plots and parishioners who have requested plots. Since the meeting Sandra has offered the vacant allotments); sent reminders to non payers; and contacted two further enquirers that they are a waiting list. Also a sketch map of the plots in Box.

4. To receive any update on Cottage

4.1 Grass Cutting. After discussion with input from Alan Burbridge, Cllr Howard proposed that we authorise him to cut the cottage grass fortnightly, to include binning grass cuttings for removal at a unit cost of £15 per cut. Cllr Reynolds seconded.

4.2 Grant Funding. Cllr Howard has been investigating grant funding from ACRE (rural community land fund), also discussions with Lisa Chambers to get inclusion in the “village hall network” for useful contacts. Also with architects about cottage design proposals with a view to renting. **Action:** Cllr Howard to forward information.

5. To consider quote for gate at the sandpit

Action: Measure up the gate

6. To consider quotes for Painting

6.1 Painting/Woodwork. Cllr Howard has received quotes for painting – outside windows etc, from Simon Faulkner and Liam Collins. Third quote required in progress.

Action: Cllr Howard to circulate quotes to Committee.

Cllr Reynolds proposed that we accept Nigel Ingram's quote of £160+VAT for carpentry work to repair rotten base of door frame. Cllr Massey seconded. This work will not start until 23 May at the earliest.

MWC16-032 - Correspondence not covered in Business Matters/Councillors questions

Although we had agreed that the Clerk need not attend this meeting, Councillors thought it would be beneficial if the the Clerk attended all future Minor Works Meetings, to provide updates and advice.

MWC16-033 - Date of next meeting – to be agreed

Meeting closed at 9.45pm

Signed:

Date: