

WILBURTON PARISH COUNCIL

Minutes of the meeting of the Grounds, Litter and Minor Works Committee on 4 April 2016 at The Baptist Church at 8.00 pm

Present: Cllr A Dodson, Cllr R Howard, Cllr P Massey(part of the meeting), Cllr D Reynolds, Cllr H Upton (Chairman)

Also Present: Sandra Thompson (Clerk)

MWC16-021 - Apologies, Acceptance of apologies and declarations of interests

All present

MWC16-022 -To approve the minutes from the previous meetings

- The minutes of 1 February 2016 were approved and signed
- The minutes of 15 February 2016 were approved for signature at the next meeting

MWC16-023 -Matters arising not covered elsewhere in the Agenda (from previous meeting)

- There is now a message on the Clerk's phone
- Over 60's invoice has been sent and payment received
- Christmas Tree – Cathy White, ECDC Tree Officer can give advice. Cllr Howard will contact the PCC

MWC16-024 -Public Participation

None present

MWC16-025 - Business Matters

1. To receive an update on and discuss work needed on St Peter's Hall – including replacement of sound limiting system
 - Skylights and plasterwork – internal works to make good after the roof repair – Cllr Upton will get quotes
 - Windows – Cllr Howard has received one quote for the repairs, others have been invited to give quotes but as yet it has not been possible to get further quotes. Nigel Ingram has quoted £553.03 (inc VAT) to replace the rotten wood in the dormer windows. It was proposed by Cllr Reynolds, seconded by Cllr Dodson that this quote be accepted.
 - One quote has been received for painting of the windows, others are being sought.
 - Keys – locks on the front door and the door to the porch have been replaced by Cllr Upton. The front door on meeting room is still to be done.
 - Light in car park – will need to be replaced by an electrician. Cllr Upton will get quotes.
 - All guttering has been cleared
 - Roof tiles – Cllr Upton will talk to Simon Moulding
 - Cllr Howard reported on the Funding Fair in Ely. Grant funding would not be available for work required on the cottage as it is residential. Funding could be

available for open spaces and village halls, potentially this could include using the cottage garden for the village hall use. It was advised that any feasibility study would only be valid for 2 years and would then have to be redone. It was advised that architectural drawings would be a better option. Cllr Howard will follow this up, Cambridgeshire ACRE may be able to advise on suitable architects.

- Sound system – is still causing problems intermittently. It was agreed to disconnect it for the forthcoming performance and quotes will be obtained to replace it.
- The shed is in very poor repair. It was proposed by Cllr Dodson, seconded by Cllr Reynolds, that the Clerk write to the Social Club to ask that they remove anything still in it so that consideration can be given to removing it at the next meeting of this committee.

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

- BMX track has been flattened. Some rubbish was removed but additional costs are not anticipated. No further work is required to level it. Cllr Howard is to ask for a cost to seed the area and to proceed if the work required is less than £200. The fence will remain while the grass becomes established.
- Fencing – Cllr Massey has been unable to make progress
- Tree Survey – ongoing
- Keys – ladies toilets and shed at the back are locked with padlocks, Cllr Dods does not have keys that fit them. It is thought they may be inside the pavilion.
- Leaves have accumulated between the pavilion and the shed and one of the metal barriers is laying on the ground. Truelink will be asked to remove the leaves when they are on site cutting the grass. Cllrs Upton and Reynolds will look at replacing the barrier.
- Cllr Howard will get quotes for re-painting the play equipment
- Cllr Howard has ordered the new fire extinguishers for the pavilion
- The Cricket club have rolled the pitch where the new seed has been put down, Truelink will now be unable to guarantee the germination as it should have been left alone for a further 6 weeks. Cllr Howard has previously asked the cricket club to co-ordinate the work they are doing and will continue to liaise with the cricket club and will let them know the situation
- The Clerk will prepare a report on the costs of the running costs of the field to inform a review of fees.

3. To resolve any known issues at the Cemetery

- Cemetery gates – Cllr Howard has obtained one quote for repairs, others have been requested but have not been forthcoming. The quote received is from Nigel Ingram for £103.32 (inc VAT). It was proposed by Cllr Reynolds, seconded by Cllr Dodson, to proceed with this quote.

4. To receive any update on Cottage

- request to rent – there is a significant amount of work required to bring the cottage up to a standard for renting. The landlord has the responsibility for the standards and it was agreed that renting the cottage is not a viable option at this time.
- Grass cutting – Alan Burbridge is to be asked to cut cottage grass once a month to keep it under control

5. Siting of Correx signs – These signs need to be sited on Twentypence Road and Station Road. Cllr Upton is liaising with Pam Joyce at the Highways Department on appropriate backing for the signs before they can be installed.
6. Correspondence on use of play area – Residents are to be encouraged to report antisocial behaviour on 101, wherever it is witnessed on parish council property or elsewhere in the village. Without such reports there is no record and no recourse will be possible. Signs are in place at the play area and rules should be adhered to.

MWC16-026 - Correspondence not covered in Business Matters/Councillors questions

- Village Voice – contact details for the Parish Council need to be amended
- Sandpits – Cllr Reynolds has been doing some further clearing, others have been getting involved. A gate (pedestrian gate and lockable vehicle gate) will be considered at the next meeting.
- Queen’s Birthday/Litter Pick– The Guides do a litter pick regularly. This could be combined with a wider village litter pick and finished off with a picnic/ice cream/bouncy castle, possibly in the sand pits. The timing would have to work for the village. Support could be given to any events organised to celebrate the Queen’s birthday.
- CLP and Village Voice – it was acknowledged that the Community Led Plan and the Village Voice look very good and that there was a huge amount of work involved in producing and distributing them. Everyone is to be congratulated.

MWC16-026 - Date of next meeting – 25 April 2016, 7.30pm (Clerk not required to attend)

Meeting closed at 9.45pm

Signed:

Date: