

WILBURTON PARISH COUNCIL

Minutes of the meeting of the Grounds, Litter and Minor Works Committee on 10 October 2016 at St Peter's Hall at 8.00pm

Present: Cllr A Dodson, Cllr R Howard, Cllr D Reynolds, Cllr P Stubbs

Also Present: Mr R Zvauya (The Clerk), Mr A Burbridge (Member of public)

MWC16-055: Apologies, Acceptance of apologies and declarations of interests

Apologies were approved from Cllr P Massey, Cllr H Upton and Cllr G Parrish

MWC16-056: To approve the minutes from the meeting on 5 September 2016

The minutes of 5 September 2016 meeting were approved and signed. Proposed by Cllr Dodson seconded by Cllr Howard and all agreed.

MWC16-057: Matters arising not covered elsewhere in the Agenda

Reviewed actions from previous meeting and carried forward outstanding actions

MWC16-058: Public Participation

Mr Burbridge raised concerns about problems at the cemetery. He pointed out that headstones were being put in wrong places without his knowledge and that the grave diggers have been calling to come in on Sundays which is inappropriate.

MWC16-059: Business Matters

1. Community Led Plan Priorities

Streetlights-Cllr Reynolds proposed to go for Westcotec £3,801.86 quotation to replace 11 streetlights to LED, all agreed. This expenditure was budgeted for £6,500 so this is a budget saving. Clerk to email Westcotec to start the street light conversion.

Maps for tree survey and dog bins –to be discussed at next meeting

Architects for St Peters Hall and cottage (CLP 10.04) – Cllr Howard had three separate meetings with architects of the following; Anglia Building Surveying, Cavalieri partnership and Headley Stokes Associates Ltd. Cllr Reynolds proposed that for the next stage; it would be useful for the architects to do sketches, give us ideas of what could be done and provide estimates of costs, all agreed. Also, Cllr Dodson will contact East Cambs and enquire about loans for refurbishing the cottage to bring it up to letting standards. An update will be given at the next meeting.

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

Cigarette butt container- Need to liaise with the Social Club about where to put the new butt container and discuss at next meeting.

Dimmer switch for the meeting room- LED lights are not dimmable so this is not possible.

Sound limiter- This has been replaced but need to confirm this has been reactivated at the next meeting. Cllr Dodson to ask David Maltby.

Redecoration of windows (CLP 10.01)- This has been completed and everyone is happy with the work carried out. Cllr Dodson proposed to urgently pay Link Decorating £1,720, all agreed.

New signs (CLP 10.03) – Cllr Howard to get in touch with Lisa to see if she can help with designs and discuss at next meeting.

Refurbishment of skylights – Cllr Dodson will make enquires and discuss at next meeting.

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

Grass cutting- Retendering for grass cutting contract; Cllr Howard proposed to go with Truelink, the current contractor, since the Cricket Club did not come back with any suggestions, all agreed.

Painting of play equipment- Cllr Howard proposed to use the Community Payback Team, we will provide the materials and they will do the work at no cost, all agreed.

Refurbishment of pavilion - Feedback to be provided at the next meeting.

Bins at the recreation field – discuss at next meeting

Benches (Rural Services Grant) – Cllr Dodson proposed to have the grant will be ring-fenced for village improvements, all agreed.

Fence repairs- Cllr Dodson proposed to use Mario and for Cllr Howard to arrange for the work to be done. Mario has quoted less than £700 and we are having a contingency budget of £150 for ancillary supplies.

4. To resolve any known issues at the Cemetery

Painting of gates- Cllr Howard is in the process of getting a third quote but could also ask the Community Pay Back team

Tiles on Lych gate- Cllr Howard proposed to go ahead with the quoted repairs of £50, seconded by Cllr Reynolds

Review of cemetery records- to be circulated by Cllr Howard and discuss at next meeting

5. Allotments: To discuss payment status and waiting list- to be discussed at next meeting

6. Telephone box library- Cllr Upton to provide update at next meeting

7. Playground

-Discuss signage and sponsors for the playground- Donation from Abbey Group not yet received and Camilla is following up, to discuss at next meeting.

-Update on repairs to the gate-to discuss at next meeting

8. Report on income and expenditure for the year to date: to discuss budgeted projects not yet started-to be discussed at next meeting

MWC16-060 - Correspondence not covered in Business Matters/Councillors questions

Cllr Dodson proposed to ratify the memorial for Mr Bannister and Mrs Bannister as she was desperate to get his stone on his grave, seconded by Cllr Reynolds.

Cllr Howard proposed that we could give the Community Payback Team a list of projects to do like painting the pavilion and toilets, all agreed.

MWC16-061 - Date of next meeting – to be agreed

Meeting closed at 10:43 pm

Signed:

Date: