

WILBURTON PARISH COUNCIL.

Chairman: Mr Kevin Hennessy

Clerk: Mrs G Woods

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Minutes of a meeting of the Grounds, Litter and Minor Works Committee on Monday 9 March 2015 at St Peters Hall, Wilburton at 7.30 pm

Present: Councillors Dodson, Warren, Fella and Upton.

MWC010315. Apologies, Acceptance of apologies and declarations of interests.

Apologies received from Councillor Yarrow. No declarations of interest.

MWC020315. To approve the minutes from the meeting on 12 January 2015 and 2 February 2015.

Resolved: - It was agreed that the minutes of the Committee meetings held on 12 January 2015 and 2 February 2015 be approved.

MWC030315. Public Participation.

None.

MWC040315. Review of Action Points from the last Committee meeting and any further actions to be agreed.

All action points reviewed under Business Matters below.

MWC050315. Business Matters.

(a) To receive an update on the new plots for the allotments.

It was confirmed that Councillor Yarrow was in the process of allocating new allotments.

Councillor Dodson advised that she had been unable to obtain the wild flower seeds from Kew Gardens, but may be able to get some from other organisations in the village who had received more than required.

Action Point: - Clerk to check with Councillor Yarrow the situation regarding the allocation of the allotments/tenancy agreements etc.

(b) To resolve any known issues at St Peters Hall.

Councillor Upton confirmed that a meeting was held at the Hall with himself, Councillor Dodson and Councillor Warren regarding the next stage of refurbishment of the Hall, and the itemised list was E-mailed to the Committee. Along with new flooring and painting of the meeting room (for which quotes are being obtained) it included the provision of more sockets in the meeting room, flat screen TV and P.C. connections.

Councillor Upton confirmed that he had purchased new bins, pin board and conference table for the meeting room.

Councillor Dodson confirmed that she had contacted Wilburton Theatre Group to arrange a meeting regarding the changes and this was to be held as soon as possible. She also confirmed that internet had been put into the Baptist Church which could possibly include St Peters Hall. She is currently waiting for a response from the Social Club regarding the removal of barrels and mats to the entrance Hall.

Action Point: - Councillor's Upton and Fella to obtain quotes for TV.

(c) To resolve any known issues at the Cemetery.

It was advised by the Cemetery caretaker that a Stonemason had been carrying out work to a headstone at the cemetery, again without his knowledge and there appears to be a breakdown in communication between the Stonemasons, Cemetery Clerk and Caretaker.

It was confirmed that the new policies were given out to Stonemasons, that all headstones were to be referred to the Minor Works Committee for approval, and the Caretaker notified.

Resolved: - It was agreed that Councillor Dodson would contact the Cemetery Clerk in connection with the above.

(d) To resolve any known issues at the Cottage.

It was confirmed that the tenant was still in the property awaiting alternative accommodation and that the Chimney repairs, and internal work required had therefore still had not been done.

Resolved: - It was proposed by Councillor Warren and seconded by Councillor Upton to instigate proceedings to evict the tenant so that the necessary works could be carried out. All in favour.

(e) To resolve any known issues with the Pavilion/recreation ground maintenance.

It was confirmed that the grass had been spiked and rolled and the date of the first cut of the season was raised.

Councillor Dodson confirmed that a member of the cricket club had complained about cars parking and blocking the gate to the recreation field.

Resolved: - It was agreed that Councillor Fella would contact the contractor regarding dates for when the grass would be cut.

Resolved: - It was agreed that Councillor Fella would purchase a 'please keep clear' sign for the gate.

(f) To resolve any known issues at the Playground at Berristead.

Councillor Fella confirmed that he had received 3 quotes for the drainage system for the playground which were for £2405, £3300 and £4750.

He also confirmed that Jo Forsyth from the Playground working Group had met up with the contractors to complain about the table legs not being satisfactory and that they will come up with proposal to either repair or replace. He confirmed that Jo and the rest of the team had done an excellent job and worked extremely hard.

Councillor Fella confirmed that he had received a phone call on Friday night complaining about the noise. He advised the resident that the Parish Council had done all that it could, and if he was still not happy, he should contact the environmental health agency.

Resolved: - It was proposed by Councillor Fella and seconded by Councillor Upton that the quote for £2404 be accepted, with a further amount of £100 being approved if the quote changed if it did not include 'jointing'. All in favour.

Action point: - Councillor Fella to contact the contractor with the successful quote to query whether it included jointing, and to confirm acceptance. Councillor Fella also to contact the unsuccessful contractors thanking them for their interest.

MWC060315. Correspondence not covered in Business Matters/Councillors questions

Councillor Upton confirmed that the kerb in Berristead had been repaired but had not been carried out very well.

He also confirmed that he had sent an E-mail of complaint to the contractors who were updating the streetlights regarding the amount of rubbish left. A discussion then took place with all Councillors raising other concerns regarding this including the barriers falling down and left up for a long time, no clarification of what works were being done, and what the schedule/timeframe was, the number of black spots in areas whilst the works were being carried out and the lack of up to date information on the contractors website.

Resolved: - It was agreed that Councillors Upton and Fella would walk around the village after dark and note their concerns. Councillor Upton would then E-mail all Council Members for their views, collate them and send a letter of complaint via the enquiries form on the contractor's website.

Councillor Upton confirmed that he had paid £26.25 for the pin board, £69.93 for the bins and £150.00 for the table for St Peters Hall as above (item b on MWC050315)

Resolved: - It was proposed by Councillor Warren and seconded by Councillor Fella that a cheque for £246.18 be approved in reimbursement for the above. All in favour.

MWC070315. Date of next meeting – 13 April 2015

Meeting closed 8.30pm

Please note that copies of minutes can be obtained from the Parish Clerk or by visiting our Website at www.wilburtonparishcouncil.org

Signed:

Date: