

# WILBURTON PARISH COUNCIL.

Chairman: Mr Kevin Hennessy

Clerk: Mrs G Woods

Tel. 07510 102444

Email: [clerk@wilburtonparishcouncil.org](mailto:clerk@wilburtonparishcouncil.org)

22 Longfields

Ely

Cambs

CB6 3DN

## **Minutes of the Grounds Litter and Minor Works Committee meeting held on 9 July 2015 at St Peters Hall**

**Present: Councillors Upton, Howard, Reynolds, Dodson and Fella**

**MWC010715. Apologies, Acceptance of apologies and declarations of interests.**

None

**MWC020715. To approve the minutes from the meeting on 1 June 2015.**

**Resolved: - It was agreed that the above minutes be approved.**

**Action Point: - Clerk to add to website.**

**MWC030715. Matters arising not covered elsewhere in the Agenda (from previous meeting).**

**Action Point: - Councillor Upton to resurrect Action Point Spreadsheet.**

**Meeting Closed**

**MWC040715. Public Participation.**

It was confirmed by the contractor that there were still problems with weeds at the allotments and permission was sought to use a higher solution of round up to see if works.

It was also confirmed that the grass at the cottage needs cutting again.

**Meeting Re-opened**

**MWC050715. Business Matters.**

(a) To receive confirmation of the hand-over of documents from ex-councillors.

**Resolved: - It was proposed by Councillor Fella and seconded by Councillor Dodson that Councillor Fella contact the ex-councillors and arrange collection of the required documents, and also to collect historical documents from the Clerk. All in favour.**

**Action Point: - Councillor Fella to arrange the above.**

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

Two tenants asked a tree surgeon to leave chippings to make a path, however a second load has been left which needs to be investigated as to who requested it.

The possible develop of the allotments, tenants association and Orchard as part of the Community Led Plan was also discussed.

**Resolved: - It was proposed by Councillor Dodson and seconded by Councillor Reynolds to cut down weeds and spray as recommended, up to a budget of £50.00. All in favour.**

**Resolved: - It was proposed by Councillor Dodson and seconded by Councillor Howard for Councillor Dodson to talk to the tree surgeon regarding the authorisation of the chippings. All in favour.**

(c) To resolve any known issues at St Peters Hall and leak in Social Club roof.

Councillor Fella confirmed that the leak in the Social Club lease had not been fixed and that he would chase the contractor.

Councillor Dodson suggested that the rental of the committee room be passed back to the finance committee for approval of a change in the rent due to the improvements made.

Councillor Dodson also suggested that a list of costs spent so far against budget be compiled.

Councillor Reynolds suggested looking into getting some match funding for further works and Councillor Howard suggested that all committee members compile a list for “vision of Hall” for discussion at the next meeting, so that a plan could be put to full Council.

**Resolved: - It was proposed by Councillor Dodson and seconded by Councillor Fella that a television and accessories for presentations be purchased up to a budget of £300.00. All in favour.**

**Resolved: - It was proposed by Councillor Dodson and seconded by Councillor Reynolds that the above information be compiled for the next meeting. All in favour.**

(d) To resolve any known issues at the Cemetery and approval of Headstone.

Councillor Dodson confirmed that the plan for the headstone requiring approval for John Seaman’s grave had changed and she would obtain the new details.

(e) To discuss refurbishment of the Cottage.

Refund of the deposit and maintenance required to the cottage was discussed.

Councillor Howard confirmed that she was organising relevant professionals to look at the property, advise of work required, rental potential and sale valuation.

**Resolved: - It was proposed by Councillor Dodson and seconded by Councillor Fella to request the deposit back from Keeleys to cover rent and clearance of cottage. All in favour.**

**Resolved: - It was proposed by Councillor Dodson and seconded by Councillor Reynolds that the grass be cut as above up to a budget of £20.00. All in favour.**

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

Councillor’s Howard and Upton confirmed there did not appear too much damage caused by the Beer festival, although the grass is not good as birds are eating the seeds. Councillor Fella suggested this be looked into in September at the end of the cricket season.

Councillor Dodson confirmed that she was awaiting dates for a meeting with the users of the BMX track regarding the formation of a club, and had E-Mailed Councillor Hennessy regarding the possibility of grant funding. Councillor Reynolds raised concerns regarding the wording of the sign at the track (liability, conditions of use and states regular inspections). Safety and liability concerns were also raised regarding children playing on site.

Councillor Dodson confirmed that the play equipment needs painting. Quotes need to be obtained.

Councillor Reynolds raised the issue of the damage caused by fairground rides and the possibility of alternative access. Councillor Dodson confirmed that would have to get permission from Pell Estate.

**Resolved: - It was agreed that the BMX track sign should be put back up whilst wording was being investigated.**

**Resolved: - It was agreed that quotes should be obtained regarding the painting of the play equipment.**

**Resolved: - It was proposed by Councillor Fella and seconded by Councillor Dodson that Councillor Reynolds contact Pell Estate to see what options they would agree to in principle and then progress further with relevant parties. All in favour.**

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

Councillor Fella confirmed that a maintenance schedule for the playground had been agreed.

He advised that he had been contacted by ECDC regarding a complaint that a resident had taken to the Ombudsman and that he was supplying them with the appropriate paperwork regarding the consultations made.

Signs regarding the rules and conditions need to be erected.

The Opening Ceremony will be on Saturday 26<sup>th</sup> September 2-5pm with an articulated cab from DHL, bouncy castle, face painting, ice creams etc. and funds were requested from the Parish Council to help with the costs and signage.

Councillor Reynolds confirmed that there was a loose bar on the climbing frame. Councillor Fella confirmed there should be special tools to repair this and for the bins.

**Resolved: - It was proposed by Councillor Fella and seconded by Councillor Dodson to agree a budget of up to £500.00 for the signage. All in favour.**

**Resolved: - It was proposed by Councillor Fella and seconded by Councillor Reynolds to agree a budget of up to £350.00 for the Opening Ceremony. All in favour.**

**Resolved: - It was proposed by Councillor Reynolds and seconded by Councillor Dodson that Councillor Fella ascertain where the appropriate tools were to fix the loose bar on the climbing frame and bins and supply to designated repair man. All in favour.**

**Resolved: - It was agreed to put the relocation of the bins on the Agenda for the next meeting.**

**MWC060715. Correspondence not covered in Business Matters/Councillors questions**

None

**MWC070715. Date of next meeting – 7 September 2015**

Please note that copies of minutes can be obtained from the Parish Clerk or by visiting our Website at [www.wilburtonparishcouncil.org](http://www.wilburtonparishcouncil.org)

Signed:

Date: