

# WILBURTON PARISH COUNCIL.

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## **Minutes of a meeting of the Grounds, Litter and Minor Works Committee on Monday 3 November at St Peters Hall, Wilburton at 8.30 pm**

**Present: Councillors Yarrow, Dodson, Warren and Fella. 3 local residents.**

### **MWC011114. Apologies, Acceptance of apologies and declarations of interests.**

Declaration of Acceptance and Disclosure of Interest forms were received from Harvey Upton to become a Parish Councillor and he was welcomed onto the Parish Council and to join the Grounds Litter and Minor Works Committee.

### **MWC021114. To approve the minutes from the meeting on 13<sup>th</sup> October 2014.**

**Resolved: - It was agreed that the minutes of the Committee meeting held on 13 October 2014 be approved.**

### **MWC031114. Public Participation.**

A local resident thanked Councillor Warren for making the seat for the bus stop.

### **MWC041114. Review of Action Points from the last Committee meeting and any further actions to be agreed.**

**Resolved: - It was proposed by Councillor Fella and seconded by Councillor Yarrow to get the church war memorial inside the porch church re-varnished with a budget of up to £120.00 All in favour.**

**Action Points: - Councillor Warren to obtain quote and get work carried out if within budget.**

**Resolved: - It was proposed by Councillor Dodson and seconded by Councillor Warren to get the chimney at the cottage repaired as a matter of urgency, and give the tenant 1 month's notice, so that the work required to the inside of the cottage can be carried out. All in favour.**

**Action Points: - Clerk to chase contractor regarding the chimney repairs and the letting agents regarding the 1 months' notice.**

### **MWC051114. Business Matters.**

(a) To approve the purchase and erection of a Christmas tree and lights.

**Resolved: - It was proposed by Councillor Dodson, and seconded by Councillor Fella to purchase a Christmas tree for up to £200.00 and the tree and lights to be erected by 1 December 2014. All in favour.**

**Action Points: - Councillor's Yarrow and Fella to investigate the purchase of the Christmas tree and Councillors Fella and Upton to erect it and decorate with lights.**

(b) To confirm renewal of tenancies and plots for the allotments.

It was confirmed by Councillor Yarrow that there were currently 5 allotments plus grazing for ponies. Three new plots are to be marked out but 8 posts will be required for this for a cost of approximately £50.00. It was also mentioned that the area near the allotments was being used as a BMX track.

**Resolved: - A budget of £50.00 was proposed by Councillor Dodson, and seconded by Councillor Fella for the purchase of the posts. All in favour.**

**Resolved: - It was proposed by Councillor Dodson, and seconded by Councillor Warren that the rental of the allotments stay at £5.00 per annum, and £3.00 for the new smaller plots. All in favour.**

**Resolved: - It was agreed that Councillor Yarrow would investigate where the BMX track had been set up and check the boundaries to see who owned/was responsible for the land.**

**Action Points: - Councillor Yarrow to purchase the posts and mark out the new allotments.**

**Action Points: - Clerk to send out the new tenancy agreements.**

**Action Points: - Councillor Yarrow to investigate the BMX track as above.**

(c) To resolve any known issues at St Peters Hall including the Lighting Board.

The following items were discussed regarding St Peter's Hall:-

New Emergency exit door light

Lighting Board

Equipment Inventory

Request for owls to be allowed at a children's birthday party

**Resolved: - It was agreed that the new emergency exit door light had been put in due to current regulations and could not be changed.**

**Resolved: - It was confirmed that Councillor Fella was investigating the repair of the lighting board.**

**Resolved: - It was agreed to allow Owls into the Hall for a children's birthday party.**

**Resolved: - It was confirmed by Councillor Dodson that a meeting had been arranged for the 5<sup>th</sup> November to produce an equipment inventory and ownership of the items in St Peters Hall.**

**Action Points: - Clerk to advise Wilburton Theatre Group of the situation regarding the Emergency Exit light.**

**Action Points: - Councillor Fella to give an update regarding the lighting board when information obtained.**

**Action Points: - Clerk to confirm to resident approval of the Owls at the children's birthday party.**

**Action Points: - Councillor Dodson to give an update once the meeting at the Hall regarding the equipment inventory had taken place.**

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

**Resolved: - It was agreed that two more copies of the Cemetery rules and regulations be laminated to be put up on the notice board.**

**Action Points: - Clerk to action as above.**

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

**These were covered in action points above.**

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

Councillor Yarrow raised the concern of heavy goods vehicles damaging the cricket green and other areas of the recreation ground.

**Resolved: - It was agreed that Councillor Yarrow would contact Councillor Hennessy regarding heavy goods vehicles on the cricket field area of the recreation ground and arrange a meeting with the Cricket Club in January.**

**Action Points: - Councillor Yarrow to action as above.**

**MWC061114. Correspondence not covered in Business Matters.**

(a) A local resident asked that notices could be put on the bins for normal rubbish stating that they should not be used for dog waste.

**Resolved: - It was proposed by Councillor Dodson, and seconded by Councillor Fella that this be approved. 4 Councillors were in favour and 1 against so motion carried.**

**Action Points: - Clerk to produce the necessary signs.**

(b) Issues regarding the electricity at the Pavilion.

Councillor Fella requested that it was noted that the recent concerns raised regarding the electrics at the Pavilion were of a general health and safety matter, and no reflection on any individual whatsoever.

**MWC071114. Date of next meeting – 8th December at the Baptist Chapel at 7.30pm**

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