

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 1 June 2015 at St Peters Hall, Wilburton.

Present Councillors Upton, Dodson, Fella and Howard. 1 local resident.

MWC010615. Apologies, Acceptance of apologies and declarations of interests and election of Chair.

Apologies were received from Councillor Reynolds.

Resolved: - It was proposed by Councillor Dodson and seconded by Councillor Fella that Councillor Upton be elected as Chair. All in favour.

MWC020615. To approve the minutes from the meeting on 13 April 2015.

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

Action Point: Clerk to add the above minutes to the Website.

MWC030615. Matters arising not covered elsewhere in the Agenda (from previous meeting).

Resolved: It was agreed that the Clerk chase Councillor Yarrow regarding the allotment plots and letter to tenant regarding manure left on plot, and the spreadsheet detailing action points required by Councillors and Clerk be resurrected.

Meeting closed.

MWC040615. Public Participation.

It was confirmed that there are 2 unallocated plots at the allotments which have weeds that round up will not touch.

It was also advised that there were still problems with Headstones at the Cemetery, especially one headstone that needs to be re-laid.

Meeting re-opened.

Resolved: It was agreed that Councillor Fella would look into the problems with the weeds at the allotments.

Resolved: It was agreed that issues with the Cemetery would be discussed under the Cemetery item MWC050615. Business Matters (c) below.

MWC050615. Business Matters.

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

It was confirmed that one resident had requested an allotment and a second for a further allotment. It was acknowledged that an up to date map of the allotments was required and that the problems with weeds needed to be addressed before further allotments could be allocated.

Action Point: Councillor Fella to investigate the problems with the weeds as above.

Action Point: Clerk to advise resident that plot would be available when suitable.

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

The carpet in the committee room, electrics, extra painting (thanks were given to Councillor Dodson for the work required for these), and leak in Social Club were discussed. It was confirmed that some electrical works were still being carried out and extra painting required. It was also discussed that the leak to the roof in the Social Club be addressed when the cottage roof and chimney were repaired.

Resolved: It was proposed by Councillor Fella and seconded by Councillor Howard that the carpet, and extra painting works be approved. All in favour

Resolved:-It was agreed that Councillor Fella would contact the contractor regarding the Social Club roof leak and cottage.

Resolved:-It was agreed that the budget should be reviewed to see how much has been spent, and what was still required. It was also agreed that a further meeting between Councillors Dodson and Upton, and Peter Warren as a consultant be arranged to discuss the requirements, and the matter of the keys to be addressed at this time.

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

The Headstone for G Sulman which was wished to be put back up by his family, and the request for a headstone for Mrs Osbourne were discussed, together with the rules and regulations of the Cemetery.

Resolved:-It was proposed be Councillor Dodson and seconded by Councillor Fella that the caretaker of the Cemetery level the ground before the stone for G Sulman was put back up by his family. All in favour.

Resolved:-It was proposed be Councillor Dodson and seconded by Councillor Fella that the Headstone request for Mrs Osbourne in the cremation area be approved. All in favour.

Action Point: Clerk to add Cemetery rules and regulations to the website.

- (d) To discuss refurbishment of the Cottage.

Resolved:-It was agreed that a separate meeting to be arranged for Wednesday 3 June to discuss the various issues and finances.

Action Point: Clerk to send information received from letting agents regarding Council Tax.

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

Councillor Fella met with the contractors to address the issues outstanding with the grass on the recreation field and cricket pitch. Issues regarding ensuring that this did not re-occur were also discussed.

Concerns were also raised regarding the BMX track.

Resolved:-It was agreed that Councillors Upton and Howard would contact the Beer Festival committee regarding limiting the damage to the grass and electrical sockets.

Resolved:-It was agreed that Councillors Dodson and Harvey would meet with representatives of the BMX track to investigate.

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

It was confirmed that a further complaint had been received regarding behaviour at the Playground.

Resolved:-It was proposed by Councillor Fella and seconded by Councillor Howard that if the Clerk, or any members of the Parish Council were contacted regarding anti-social behaviour that they should be referred to the Police or Environmental Health. All in favour.

MWC060615. Correspondence not covered in Business Matters/Councillors questions

Councillor Dodson raised a concern from Councillor Reynolds that a maintenance schedule should be adopted for the recreation ground – i.e. for after specific events, seasonal inspections etc..

Resolved:-It was agreed that this could be added to the action points spreadsheet.

MWC070615. Date of next meeting – 7 July 2015 at 7.30

Meeting closed.

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

Signed:

Date: