

## WARMINGTON PARISH COUNCIL – Land Management Committee

Minutes of the 9<sup>th</sup> January 2017

7.30pm

In the Village Hall, Warmington.

**868. ATTENDANCE:** Present: John Atkinson, Philip Brashaw, Gillian Beeby, Kevin Overton, Derek Rowell, Michael Scott, Cllr David Short (chairman) and David Strafford. Apologies received from Doug Jose due to illness and Jo Simpson due to personal commitments; it was **RESOLVED** to accept these apologies. Also present: The clerk and a member of the public. It was **RESOLVED** to co-opt David Strafford to the committee. It was also agreed that David Short would chair the meeting as Jo Simpson was unable to attend the meeting.

**869.** There were no declarations of interest.

**870.** It was **RESOLVED** to approve and adopt the minutes of land management committee held in September 2016 as a true record of the meeting. The chairman signed the minutes.

**871. COMMITTEES WAY OF WORKING – COMMITTEE TERMS OF REFERENCE ETC.** There was a brief discussion reiterating that only this committee or full council has decision making powers. A sub-committee for the purpose of the arrangements of the bonfire event has been formed and other ad-hoc committees or working parties for events or fundraisers would be set up if and when necessary. Decisions relating to the fun field are via the land management committee or full council, per minute 785 in June 2016. There is no fun field sub-committee.

**872.** There was nothing raised during the time available for public input.

**873. NEW PAVILION TENDERS.** Following the September meeting, 4 companies had been invited to tender for construction of a new pavilion building only. One tender submission had been received complying with the requirements of the tender invitation.

A wide ranging discussion followed during which it was identified that there would be extra works necessary in addition to those quoted for (e.g. sanitary ware, plumbing, kitchen items, lighting, possible security). It was also clear that the issue of reclaiming the VAT on the construction costs is far from straight forward and will require further investigations. The addition of the storage at the side of the unit was reconsidered as potentially attracting unnecessary additional expense and also perhaps unwelcome attention and damage caused by break-ins once the pavilion was in place.

It was agreed that the committee would ask full council to allocate a budget for this project in order that the committee and its working party(ies) can progress matters.

It was agreed that the preferred supplier from those submitting prices was 247PropertyServices and that further discussion would be necessary to clarify some of the issues. In order to expedite the project and avoid waiting until the next meeting in June, it was agreed that the clerk and a working party would meet with Toby Benson from 247Property Services to discuss additional items and alternative options in an attempt to get within a proposed budget.

It was also agreed that the clerk will carry out some further investigations into the VAT issues and how village halls deal with these matters and Mike Scott will speak with Elliotts to establish the costs of modern fit-for-purpose modular/portacabin type units, for comparison purposes.

**874. UPDATE ON FOOTBALL PITCH:** David Strafford undertook to speak with Jonathan Howe to see whether he would be able to remove the existing goal posts, and the surrounding concrete and install the new posts into suitable postcrete type material, and if so to quote a price for this work.

**875. HIRING OF PAVILION:** The purpose of this agenda item was to formally note some recent incidences of disappointing misuse of facilities at the pavilion. It is not thought to be OJFC who leave rubbish and unclean facilities. However, since this has been mentioned to all parties, the problem seems to have diminished. It was agreed to setup a rota so that members of the committee could take it in turns to check the pavilion after it had been let out. It was also agreed to let the field to a fitness group the following Monday, as they

would be unable to use the village hall due to a community event.

**876. ANNUAL BONFIRE EVENT:** There was a brief report of the sub-committee meeting held on 21<sup>st</sup> November 2016. At that meeting, it was agreed that a project team of 3 people would co-ordinate the event next year and delegate specific tasks to other volunteers, as well as letting the clerk know details of the fireworks required and details for advertising online. There would be sub-committee meeting in the early autumn for the 2017 display. The clerk will purchase some ‘tally clickers’ for keeping count of the number of people on site.

**877. INSPECTION OF PLAY EQUIPMENT:** The recent repairs have been completed to a satisfactory level. It has not been possible to identify a suitable training scheme to facilitate play area inspections. The clerk will continue to try to source a suitable supplier or course.

**878. MAINTENANCE EQUIPMENT:** Derek Rowell undertook to advise the clerk of all the council’s machinery and powered equipment in order that the council can build a record of what equipment it owns, the make and model numbers and identification numbers, the servicing requirements and the stipulations for users. The clerk will establish with the insurance brokers whether there are any training requirements necessary for volunteer users of equipment.

**879. OTHER AREAS OF RESPONSIBILITY BY THE COMMITTEE:** Receive update and highlight any matters requiring action:

- a. Allotments: The management of the allotments is in hand thanks to Roger Litawaski.
- b. Play area: It was agreed that the play equipment would be cleaned just prior to the Easter holidays.
- c. Pocket Parks: There were no issues or problems to mention.
- d. Litter / village amenities: The litter pick would be taking place on 18<sup>th</sup> March.
- e. Rights of way issues: There was a discussion about the leaves on the ‘dogleg path’ between Chapel Street and the play area. The council had asked Elton Estates to cut back some of the branches to avoid heavy leaf fall, but this did not appear to have happened.
- f. Churchyard / cemetery issues / update: David Trafford would ask Jonathan to include removal the spoil at the cemetery in the work under minute 874. There is a very large evergreen tree in the churchyard overhanging the pavement and touching overhead utility wires. The clerk will ask the tree surgeons in the village to take a look and advise what work should be done and how much it would cost

**880. SUB COMMITTEES / ADVISORY/WORKING GROUP REPORTS:**

- a. Fun field – Meetings to arrange fireworks evening will be in September 2017.

**881. CONSIDER FUTURE AGENDA ITEMS TO BE CARRIED FORWARD DONM 12<sup>TH</sup> JUNE 2017**

<b>DATE OF NEXT MEETING: 12<sup>TH</sup> JUNE 2017 7.30PM, WARMINGTON VILLAGE HALL</b>		
<b>Approved by Warmington Parish Council:</b>		
<b>Signature of Chairman of following meeting:</b>		<b>Date 12<sup>th</sup> June 2017</b>