

Chiseldon Parish Council



MINUTES of the ENVIRONMENT, GENERAL PURPOSE AND AMENITIES COMMITTEE meeting held on Monday 19th March 2018 at 7.30pm in the Old Chapel, Butts Road, Chiseldon

Present: Cllrs Matt Clarke, Andrew McDonald, Caroline Brady, Paul Walton, Keith Bates, Jenny Jefferies, Chris Rawlings (VC). Clair Wilkinson as Clerk.

Public: None

Apologies: Cllr D West (Chair), Cllr David Hill, Cllr Paul Sunners

Absence without apologies: Cllr Michelle Harris

17/142. Declarations of interest.

Cllr Rawlings is an allotment holder
Cllr Clarke is a member of the Football Club

Public recess. No public

17/155. Approval of previous Environment, General Purpose and Amenities minutes from 19th February 2018.

Update Cllr Bates comments about the school netball pitches on page 1.

Page 4 – Add The Plough to the list of pubs who provided hot drinks to the litter pickers.

The minutes of the meeting held on 19th February 2018 were approved as an accurate representation, proposed by Cllr Brady, seconded by Cllr Bates; all those at the meeting were in favour.

17/156. Matters arising/Action points for EGPA Committee.

Matter arising:
None

Action points from February 2018:

SUMMARY OF ACTION POINTS

Cllr Walton & Cllr Clarke	17/97	Investigate costs of pitch improvements further and report back in Nov EGPA meeting. CARRY FORWARD. DONE – ON THIS AGENDA
Clerk	17/102	For next EGPA agenda, rubbish bin at Spar, to include Cllr Sunners report back. CLLR SUNNER TO REPORT BACK AS PART OF MARCH GREAT BRITISH SPRING CLEAN. DAWN WILL CONSIDER A BIN AT THE SPAR – ASKING IF CPC WILL PAY FOR IT TO BE EMPTIED – ADD TO NEXT AGENDA
	17/102	Make sure new play equipment at CVPA is covered by insurance. ONGOING. Need to calculate new for old costs for all equipment.
	17/116	

Arrange for Probation team to clear the sludge at the road edge at The Canney. ONGOING CLLR WALTON AND HILL TO MEET ON SITE

17/116

Find out who owns the land near Mays Cottage on Mays Lane where brambles are overgrown and affect pedestrians. ONGOING DONE. CPC CUT HEDGE BUT COTTAGE OPPOSITE OWN THE LAND. PROBATION TEAM TO CUT BRAMBLES AND CLERK TO WRITE TO COTTAGE ASKING THEM TO MAINTAIN.

17/118

Ask Allbuild to provide a cost for repairing the metal dog bin at the Rec ground. ONGOING. DONE. £30.00 TO REPAIR WITH WOOD, TOO COSTLY TO WELD NEW METAL ON.

17/122

Remind Cllr Walton that the final tennis court inspection quote is required ASAP. ONGOING. DONE. ON THIS AGENDA

17/123

Create a new allotment lease to include Maintenance of trees on plots, planning of new trees and containment of roots. Exit conditions of the plot and charges for rectifying plot. ONGOING

17/136

Investigate whether the PC need to do PAT testing on TC flood lights. ONGOING. TO BE DONE IN 2018 WITH REST OF 5 YEAR ELECTRICAL CHECKS BY STORM.

17/141

Ask SBC for the current policy on enforcing fines for fly tipping from homes. ONGOING

17/141

Further follow up with SBC on library funding. ONGOING

17/144

Provide Mike Ash at SBC with details of drainage needs at The Canney. ONGOING. BASED ON ASSESSMENT AFTER PROBATION TEAM CLEAR THE AREA

17/144

Tree at The Canney needs cutting back – report to Ward Cllrs. CLERK TO DO.

17/144

Mechanical sweeper didn't visit Mays Lane and Turnball on recent village visit – need to ask Ward Cllrs to request it comes back. CLERK EMAILED WARD CLLRS TO REQUEST THIS

17/146

Report back to allotment tenant that she can trim back the plum tree herself. DONE

17/107

Add regular agenda item of Vulnerable people and BIOS to agenda. STILL TO BE ADDED

17/154

Ask Kevin at KT electrical to look at PIR at Rec Hall, not working. ONGOING

**Cllr Clarke
& Cllr Walton**

17/136

Meet with 3 pitch improvement quote contractors to arrange to get a "like for like" pricing structure. **CLLR WALTON TO CONTACT THE 3rd COMPANY. Cllr Clarke to contact the FA for advise on which quote to choose.** DONE. ON THIS AGENDA

Cllr Walton

17/150

Request probation team clear the drain at the Tennis Club. TO BE DONE AT NEXT VISIT

17/139

Contact the 4 companies who quoted for the Tennis Club inspection to make sure like for like service is offered and also a

written report. Report back in Feb meeting. DONE. ON THIS AGENDA

Cllr Sunners

Talk to table tennis organisers to see how their match on the new Rec Hall flooring was. NO UPDATE FROM EITHER TT CLUB OR CLLR SUNNERS.

It was noted that brambles at the corner of Turnball and Mays Lane need cutting back. Clerk to write to homeowner.

Clerk to also chase up the PIR sensors not working at Rec Hall with KT Electrical.

17/157 PARISHING.

Nothing to report

17/158 VILLAGE APPEARANCE – Allotments

2 man-hole cover keys are needed to allow access to the water main for turning the water on and off during winter.

An example key costs £6.99.

A proposal was made by Cllr Bates to purchase 2 keys at this approx. cost. Cllr Walton seconded this proposal and all Cllrs were in favour. Cllr Rawlings did not vote.

17/159 VILLAGE APPEARANCE – Allotments

The 2 new covers for the water tanks are slipping into the water when the wind blows. They need a bracket fixing on the edges to stop them falling.

A proposal was made by Cllr Walton to get Allbuild to make these changes. Cllr Bates seconded this proposal and all Cllrs were in favour. Cllr Rawlings did not vote.

17/160 VILLAGE APPEARANCE – Badbury land clearance.

A quote has been received so far from Morgan Trees for £1400 which is too costly as not in the PC budget.

The Clerk is to talk to Allbuild about the work to be done, ask them to quote and also see if the probation team can do any of this work for free.

Allbuild are quoting £400 plus VAT.

Clerk to get another quote from Countrywide.

Will report back for a discussion and vote at April meeting.

17/161 BUILDING AND AMENITIES PRIORITY – Tennis Club update

No update received on general TC matters but the AGM minutes had been forwarded to the Clerk. The Clerk will send them to the committee members.

The TC are going to look at applying for the Wroughton Solar fund for a 3rd defibrillator for the parish to be installed at the Rec ground on the pavilion.

The Clerk will provide April dates and re-iterate we would like to see TC attendance for an update.

The TC Chair Julie Porte sent her apologies.

17/162 BUILDING AND AMENITIES PRIORITY – Tennis court inspection quotes

The quotes were reviewed and the cheapest quote on a like for like basis is from Grass Valet at £60.00 plus VAT for an inspection and written report.

They will cover the courts, fencing, lights and equipment, with all courts being included.

When the inspection is booked in, a representative from the TC will be invited to attend. The report will be shared with them as well.

A proposal was made by Cllr Brady to accept Grass Valets quote. Cllr Walton seconded and all Cllrs were in favour.

17/163 BUILDING AND AMENITIES PRIORITY – Water heater in Recreation Hall

After the most recent inspection by STORM they recommend that a water heater in the hall needs an inspection chamber installed. This will cost £120 plus VAT.

A proposal was made by Cllr Brady to accept STORM's quote. Cllr Walton seconded and all Cllrs were in favour.

17/164 BUILDING AND AMENITIES PRIORITY – Sports flooring for Rec Hall.

This item is now closed as the TT Club have not cancelled any matches or provide further comment on the unsuitability of the flooring. Cllr Sunners can report back in April meeting if he hears any more,

17/165 BUILDING AND AMENITIES PRIORITY – Change to rubbish collections at Rec Hall

The current emptying of the blue metal bin is £15.63 from Grist a fortnight.

2 other options from Allbuild and Grist were looked at.

A proposal was made by Cllr Bates that we use Grist on a fortnightly bases and change the bin to a wheelie bin at a cost of £6.91 per fortnight. Cllr Walton seconded this and all Cllrs were in favour.

17/166 BUILDING AND AMENITIES PRIORITY – Crockery needed for Rec Hall

Due to the Rec hall being used more for functions there is a need to have more crockery. Cllrs Brady and Jefferies offered spare supplies to save spending money on new items.

17/167 BUILDING AND AMENITIES PRIORITY – Pathway edging at Rec Hall needs repairing.

iDec had been provided a quote to replace the rotten wooden planks and stakes but this had not yet arrived. The Committee also asked for a comparable quote using stone/brick for longevity. The Clerk will present this at the April meeting.

17/168 BUILDING AND AMENITIES PRIORITY – 2 Rec Hall external doors need repairing/replacing.

The Clerk will ask iDec for a quote for replacing the 2 doors and report back at the April meeting.

17/169 COMMUNITY PRIORITY- Pitch improvement quotes

Cllr Clarke updated the work he had done on collating quotes.

The 4 quotes were presented to Marcus at the County Ground who works for the FA. His view was that gradual work is best.

Quotes from Allbuild (4A and 4B) and Sam Merrett (5A and 5B) were the best fit.

Sam Merrett is a contact of Marcus's who does work at the County Ground.

There are some items of additional work included in Sam Merrett's quote but the quote is adaptable.

The FA do offer funding schemes to help with this type of work.

The PC could look at getting year 2 either partially or totally funded. The work would need to start spring 2018.

Could also look at using PC funds set aside for this in years 1 and 2, and ask for FA funding for years 3 and 4 to show a long term commitment to improvements.

Cllr Clarke is to ask Sam Merrett and Marcus to meet at the Rec field to discuss in greater detail and try to secure a 2 year discount.

This item will go to April full council for a final vote.

A proposal was made that Sam Merrett be awarded the contract (Subject to full council approval) on a 2 year basis. Cllr Jefferies seconded this and all Cllrs were in favour. Cllr Clarke did not vote.

17/170 COMMUNITY PRIORITY- Castle View Play Area (CVPA) improvements.

For financial year 2018/19 there is £5000 in the budget for the CVPA. It was proposed at £3000 be spent on improvements and £2000 kept aside for repairs throughout the year.

Some ideas were presented to the committee for items for older children and new seating. The Clerk is also to gather prices for a new see saw. A FB survey will be launched to get public opinion.

Cllr Bates will review the red sidings on the slide to see if they can be repaired or whether they need replacing.

Will re-visit in April EGPA meeting.

17/170 COMMUNITY PRIORITY- Football Club report

Cllr Clarke reported on behalf of the Chairman James Lovell.

A Wroughton Solar fund grant of £2000 was awarded to the club for facilities improvements.

A question was asked whether the PC could purchase items for the club and then claim back the VAT on their behalf. The Clerk confirmed this could only be done if the PC were to receive the grant funds direct to them.

Work has started on painting the away team changing room.

The new mower was delivered on Wednesday.

The committee raised the question as to whether this means the council can save funds on grass cutting at the Rec field?

The opinion was no, grass cutting cannot be reduced as it is already too long at times during the season with its regular contractor cuts. This mower will allow the club to cut directly before a match to improve the playing conditions, especially for the junior matches.

The football club is considering sponsoring the Parish Christmas tree for 2018. The Clerk advised that £150 should cover the cost of a tree and the electricity for the lights.

17/171 Any other business

Cllr Brady asked what progress the netball club had made. The Clerk read out a recent email from Fiona Allen with queries on how the netball club and tennis club exist together. The Clerk is to ask the Tennis

Club whether they want to sublet their facilities to the netball club or whether the PC have this as another lease.

The idea is that the tennis club hire out the facility to the netball club. Need to ensure this is handled fairly for both parties.

The Clerk will ask both parties for their opinions.

Cllr Bates had a concern that items now voted on in Finance should come to the EGPA committee first. Cllr Brady advised that apart from contracts and leases which go to Finance (as per the Terms of Reference documents) all issues do come to the EGPA committee first.

It was noted that when we replace CVPA items can we try to not use wood as it rots over time.

Cllr Clarke had noted a vehicle parked on the Station Road verges and not in the new laybys. The details will be passed to the Clerk.

The meeting closed at 20.56

Next meeting: Monday 16th April 2018 at **7.30pm** in the Old Chapel

SUMMARY OF ACTION POINTS

Clerk	<i>17/102</i>	For next EGPA agenda, rubbish bin at Spar, to include Cllr Sunners report back. CLLR SUNNER TO REPORT BACK AS PART OF MARCH GREAT BRITISH SPRING CLEAN. ONGOING
	<i>17/102</i>	Make sure new play equipment at CVPA is covered by insurance. ONGOING. Need to calculate new for old costs for all equipment.
	<i>17/116</i>	Arrange for Probation team to clear the sludge at the road edge at The Canney. ONGOING CLLR WALTON AND HILL TO MEET ON SITE
	<i>17/123</i>	Create a new allotment lease to include Maintenance of trees on plots, planning of new trees and containment of roots. Exit conditions of the plot and charges for rectifying plot. ONGOING
	<i>17/136</i>	Investigate whether the PC need to do PAT testing on TC flood lights. ONGOING
	<i>17/141</i>	Ask SBC for the current policy on enforcing fines for fly tipping from homes. ONGOING
	<i>17/141</i>	Further follow up with SBC on library funding. ONGOING
	<i>17/144</i>	Provide Mike Ash at SBC with details of drainage needs at The Canney
	<i>17/144</i>	Tree at The Canney needs cutting back – report to Ward Cllrs
	<i>17/107</i>	Add regular agenda item of Vulnerable people and BIOS to agenda.
	<i>17/154</i>	Ask Kevin at KT electrical to look at PIR at Rec Hall, not working. CLERK TO FOLLOW UP
	<i>17/157</i>	Write to homeowner at corner of Turnball/Slipper Lane to ask about brambles being cleared back.
	<i>17/168</i>	Buy man hole cover keys x 2

	<i>17/159</i>	Request Allbuild secure allotment water tank covers to stop them blowing into the tanks.
	<i>17/160</i>	Get a quote from Countrywide on Badbury Grounds Clearance. Add to April agenda.
	<i>17/161</i>	Invite TC rep to April EGPA meeting.
	<i>17/163</i>	Advise STORM to go ahead with inspection chamber work at Rec Hall for water heater.
	<i>17/165</i>	Change wheelie bin over to smaller bin with Grist
	<i>17/168</i>	Ask iDec for quote to replace 2 Rec Hall doors and also edging in stone/brick rather than wood.
	<i>17/170</i>	Add survey on FB page ref CVPA equipment and gather prices for new see saw. Add to April agenda
	<i>17/171</i>	Talk to Tennis Club and netball about lease terms of use of the courts
Cllr Walton	<i>17/150</i>	Request probation team clear the drain at the Tennis Club.
Cllr Sunners	<i>17/139</i>	Talk to table tennis organisers to see how their match on the new Rec Hall flooring was.
Cllr Clarke	<i>17/169</i>	Ask Sam Merrett and Marcus to meet at Rec ground to discuss specifics of the work on a 2 year contract basis.
	<i>17/171</i>	Pass vehicle details to Clerk of verge parking on New Road.
Cllr Bates	<i>17/170</i>	Get quote for repairing red wooden sides of slide at CVPA