

# Minutes of the EGPA Committee MEETING

Held on Monday 16<sup>th</sup> October 2023 at 7.30pm. The Old Chapel, Butts Road. Chiseldon.

**Present:** Cllrs Andy Rogers (Committee Chairman), Paul Sunners, Chris Rawlings, James Whitehead. Also Clair Wilkinson, Clerk.

**23/138. Approval of apologies given. Cllr Barnes is unwell.**

**A proposal was made to approve these apologies with the reason given. The proposal was seconded and all Cllrs were in favour.**

**23/139. Declarations of Interest.** Cllr Rawlings rents an allotment from CPC.

**23/140. Public recess.** No public

**23/141. Approval of minutes from 18<sup>th</sup> September 2023.**

**A proposal was made to approve these minutes as an accurate account of the meeting. The proposal was seconded and all Cllrs were in favour.**

**23/142. Action points from previous meeting.**

**Clerk**

21/215. Future agenda. Play equipment discussion for Castle View Road, and applications for grant funding.

23/41. Apply for Memorial Hall Trust grant for defib costs. PENDING.

23/87. Work with Bartlett Memorials on laying unsafe stones flat where no owner has been located. Clerk to arrange sending the £40 invoice to cover costs to the last known address on file to try to recoup council costs. PENDING.

23/103. Talk to SBC to see if bench locations would be approved. Consult with closest residents if plan can proceed. Work with SBC feedback and add to October agenda. PENDING.

23/119. Pass Finance 24/25 budget items to the RFO for the next Finance meeting. DONE

23/120. Ask 2 contractors to provide a breakdown of their quotes. DONE

23/121. Add BT phone box painting to Oct full agenda. Arrange purchase of paint and arrange for Allbuild to do the work. DONE

23/122. Clerk to arrange purchase and planting of beech trees. PURCHASED. AWAITING ARRIVAL IN NOV.

23/123. Work with SBC on bench locations and bring back to Oct EGPA meeting. PENDING. SEVERAL OBSTACLES.

23/127. Report back to Tennis Club on hall hiring conditions. DONE

23/128. Arrange for Merretts to verti-quake the senior pitch DONE

23/129. Arrange for Allbuild to alter the speed bumps at the rec ground track. DONE

23/130. Update costs for pre-purchases of plots. Advise funeral directors and add to council website. DONE

23/131. Arrange to buy bulbs and rosemary plants for SHCMG. £70 SPENT SO FAR

23/133. Research costs of numbers for allotments for Oct EGPA committee DONE

23/134. Update resident with regards to 7A fruit tree. DONE

23/136. Book BEST for 2 Oct sessions and bring back to Oct EGPA agenda. DONE

**Cllr Rogers** – 22/207 - To finalise the agenda request form for verge damage

**23/143. Parishing Progress. Review of quotes for parish hedge and grass cutting contract for 2024/25 onwards.**

Detailed quotes reviewed and merits discussed.

**A proposal was made to approve a 1 year contract with BDN Contractors at the cost of £9720 for the parish grass and hedge cutting. The proposal was seconded and all Cllrs were in favour.**

An appropriate contract will be drawn up.

**23/144. Parish Appearance and Safety. To approve the updated STORM facilities management contract**

**A proposal was made to accept the changes to the contract totalling £357 extra per annum. The proposal was seconded and all Cllrs were in favour.**

**23/145. Parish appearance and safety. Discussion on response to Wroughton PC on collaborative project on road sweeping.**

Wroughton PC have a plan to buy or lease a street sweeping machine in the next couple of years. They have asked for Chiseldon PC's interest in collaborating with this project.

**A proposal was made to offer tentative interest in the project subject to knowing more about the terms and conditions of the partnership, plus other PC's involved. The proposal was seconded and all Cllrs were in favour.**

**23/146. Parish Appearance and safety. Update on adding extra benches in the parish.**

SBC require a licence from highways to be paid per bench of £350 approx. Plus arranging for traffic control works during the installation of the benches. The Clerk has ask relevant SBC cabinet members to review this to see if the costs can be adjusted for Parish Councils who wish to do work for community benefit. An update will be provided at the November meeting. Alternative bench locations on PC land may have to be arranged to avoid these extra costs and permits.

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Chairman's signature.....

**23/147. Building and amenity priorities. Football Club report.** No report received.

**23/148. Building and amenity priorities. Tennis Club report.** An emailed report was received which was shared with Cllrs.

**23/149. Building and amenity priorities. Pavilion.** No items

**23/150. Rec Hall, grounds and carpark. Discussion and vote on removal of clump of ash trees on field boundary.**

**A proposal was made that the Morgan Trees quote of £3800.00 be approved. The proposal was seconded and all Cllrs were in favour.**

This item needs to be approved at the Nov Finance meeting as it exceeds budgeted 23/24 tree work funds.

**23/151. Rec Hall, grounds and carpark. Discuss and vote on lowering the concrete flood barrier to allow wheelchair and scooter access.**

The Clerk is to research ramp options to allow access over the concrete bump rather than removing a section of bump as its required to stop flood water on to the tennis courts. To be added to the Nov agenda.

**23/152. Rec Hall, grounds and carpark. Discuss and vote on approving a quote on flat roof inspections required for insurance purposes.**

**A proposal was made to approve the costs of £150 from Allbuild to inspect the roofs and provide a written report. The proposal was seconded and all Cllrs were in favour.**

**23/153. Chapel, Museum and graveyards. No items**

**23/154. Allotments. Vote on permanent plot numbering system.**

**A proposal was made to purchase acrylic circular discs pre-printed with the relevant numbers, costing £51.88. The proposal was seconded and all Cllrs were in favour.** Cllr Rawlings did not vote.

**23/155. Allotments. Approval of 23/24 tenancy agreement letter.**

**A proposal was made to approve the tenants agreement letter. The proposal was seconded and all Cllrs were in favour.** Cllr Rawlings did not vote.

**23/156. Vulnerable People.** No items

**23/157. Youth Provision. Consideration of booking extra BEST sessions for school holidays, plus funding for a weekly youth club.**

**A proposal was made to use the remaining £400 budget to book 2 sessions in Feb 24 half term. The proposal was seconded and all Cllrs were in favour.**

When the 2024/25 budget is reviewed, an amount will be suggested to fully cover all school holidays apart from Christmas holidays. Suggest adding an extra amount for winter hall hire, away from the Rec hall.

**23/158. Castle View Play area. Review how to spend the allocated £12,000 in the 23/24 budget for MUGA goals.**

The committee looked at some suggested items and decided that further information on the goals provided by [Goalie 2" Slam Space Goal - Huck \(huck-net.co.uk\)](http://huck-net.co.uk) and similar designs are needed. Bring back to the November meeting.

**23/159. Items for next agenda.** None

Meeting closed 20.31

**Date of next meeting:** Monday 20<sup>th</sup> Nov 2023 7.30pm Old Chapel, Butts Road. Chiseldon.

**Actions**

*All Actions to be completed by the next EGPA Committee meeting unless otherwise specified*

**Clerk**

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23/103. Talk to SBC to see if bench locations would be approved. Consult with closest residents if plan can proceed. Work with SBC feedback and add to October agenda.

23/122. Clerk to arrange purchase and planting of beech trees.

23/123. Work with SBC on bench locations and bring back to Oct EGPA meeting.

23/131. Arrange to buy bulbs and rosemary plants for SHCMG

23/143. Arrange a new contract with BDN for grass and hedge cutting.

23/145. Reply to Wroughton PC ref road sweeping project.

23/150. Add tree cutting costs to the Nov Finance meeting for approval.

23/151. Research options for ramps at the Rec hall concrete flood barrier.

23/157. Add youth provision amount to 24/25 budget for consideration and vote.

23/158. Research MUGA goals costs and items for Nov meeting.

**Cllr Rogers** – 22/207 - To finalise the agenda request form for verge damage

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