

**MELBOURN PARISH COUNCIL
MINUTES**

Minutes of the Play Areas, Recreation and Youth Committee held on Monday 21st March 2016 in the upstairs meeting room in the Community Hub, High Street, Melbourn commencing at 8.41pm.

Present: Cllrs. Bloomfield (Vice Chair), C.Stead, J.Regan, J.Norman, J Hales, Cllr Mulcock and Cllr Crosby

In attendance: The Clerk

PLY65/15 Apologies for Absence:

Cllr Tulloch due to ill health and Cllr Linnette for personal reasons.

PLY66/15 Declarations of Interest:

There were no declarations made.

PLY67/15 Minutes of the meeting held on Monday, 8th February 2016

It was proposed by Cllr. Hales seconded by Cllr. Norman and agreed that the minutes of the meeting held on 8th February 2016 be signed as a true record. This was carried by all.

PLY68/15 To receive a report on the meeting 8th February 2016:

8/2/16 PLY56/15

Cllr Bloomfield reported there had been a few maintenance issues, but now resolved. There was a damp issue in the toilet of the pavilion. Ashton Renovations were asked to quote to repair and work has now been completed.

Groundworks thanked Melbourn Parish Council for the purchase of the newly floodlit lights around the pavilion. This has made the area safer and has allowed youth club members to congregate both inside and outside during the evening.

The fridge located in the pavilion had accidentally been turned off, causing Groundworks food to be inedible. Cllr Bloomfield suggested for health reasons all regular pavilion users should be advised to remove all consumables from the premises.

ACTION: THE CLERK TO PUT THIS ITEM ONTO THE NEXT MAYD AGENDA. This was discussed at MAYD Meeting.

8/2/16 PLY57/15

The Clerk reported Wicksteed had carried out all the repair work on both play parks as per the agreed quote. The Clerk is awaiting a completed report from Wicksteed.

Invoice has come in and approved at Full Parish. Cllr Bloomfield confirmed work has been completed.

Cllr Tulloch mentioned the increased issue of dog fouling around the pavements and recreation ground in Melbourn. After a long discussion it was agreed The Clerk to look into the costing of a "Dog Warden". **ACTION THE CLERK TO LOOK INTO COSTING OF A DOG WARDEN AND REPORT BACK TO COMMITTEE.**

District Cllr Hales and District Cllr Barrett are in discussion with SCDC.

Awaiting information from meeting.

8/2/16 PLY58/15

BMX Trails

Cllr Hales reported the last year had been a good year with new members joining and fantastic videos being taken of the club members in action. Cllr Linnette mentioned the covering over the track has started to come away and is in need of repair. **ACTION: THE CLERK TO CONTACT CHRIS HERRELL AND TO REMIND HIM OF THE DEADLINE FOR THE GRANT APPLICATION BEING SUBMITTED TO MPC.** Complete and Grant funding been given to MPC.

8/2/16 PLY60/15

(a) Littlehands

The Chair read out an email from Littlehands relating to an email about theft of oil. Suggestions from the committee to ensure this doesn't happen again: Littlehands to install CCTV, fit a lockable cap on the oil tank and make the fence and gate more secure. **ACTION: THE CLERK TO INFORM LITTLEHANDS OF SUGGESTIONS.**

Complete – email has been sent confirming this but to date no response from Littlehands. ACTION CLERK TO SEND ANOTHER EMAIL.

Littlehands Lease is being discussed at Full Parish Council on 22nd February 2016. The Clerk to ensure the wording "Melbourn Parish Council is not responsible for consumables" is written in the new lease. **ACTION: THE CLERK. COMPLETE. Discussions were held at Full Parish Council.**

8/2/16 PLY61/15

Cllr Hales mentioned Groundworks is looking for a volunteer to help each week. **ACTION: THE CLERK TO INCLUDE THIS IN THE SUMMER EDITION OF HER ARTICLE OF THE MELBOURN MAGAZINE.**

The Clerk to complete

8/2/16 PLY63/15

The Committee felt the Grounds Maintenance Contract needed to be reviewed in more detail and to separate the contract into two. The first section is relating to Hedging/Millennium Copse and River Mel and the second section is relating to football pitches and line marking.

The Clerk to arrange a meeting between Melbourn Parish Council, Melbourn Dynamos, and River Mel Group to discuss their requirements. Once decisions have been made The Clerk to arrange another meeting to discuss the Grounds Maintenance Contract with BeActive.

ACTION: THE CLERK

MPC has had a meeting with RiverMel and Dynamos with both Cllr Gatward/Bloomfield and Linnette. The Grounds Maintenance Contract wording has been approved and sent out and the deadline for return is Thursday 31st March 2016.
Complete

PLY69/15 To receive report on current income and expenditure

The Clerk confirmed the financial information was not available at this time and proposed the income and expenditure be deferred until the next meeting. This was carried by all.

PLY70/15 Update on the Pavilion:

Cllr Bloomfield raised her concerns about how the pavilion had been left by the Youth Club. The issues were noted and Cllr Hales and Cllr Bloomfield are to speak with Groundworks. The lighting in the changing room requires changing. **ACTION. CLLR HALES AND BLOOMFIELD**

PLY71/15 To receive an update on the recreation Ground

The Clerk unlocked Littlehands Gate on Saturday 19th March 2016 morning and found a monk jack deer trapped in the metal railings of the small yellow gate entering The Moor, Play Park. The RSPCA were called and attended site. The monk jack was removed from the bars, (which has now left the bars bent). A donation to the RSPCA is to be discussed at Full Council 29 March 2016. **ACTION: THE CLERK - AGENDA**

- a) **To discuss quote relating to new path next to Littlehands Driveway.** The committee did not approve this quote. (Appendix A)

PLY72/15 To receive an update on the BMX Trails:

Cllr Hales confirmed the BMX Trails were delighted and thanked Melbourn Parish Council for the donation of Grant Funding.

PLY73/15 To discuss any matters concerning Youth Issues

Cllr Hales confirmed MAYD won 1st Place in the Outstanding Youth Initiative at the Community Awards 2016 Ceremony at the SCDC offices in Cambourne in March 2016.

PLY74/15 To discuss and matters concerning the Village Ranger

The Clerk confirmed due to high volume of workload the Rangers Contract is still being looked at.

PLY75/15 Grounds Maintenance Contract

The Clerk confirmed the deadline for the returned tenders is 31st March 2016

PLY76/15 Littlehands

The Clerk confirmed an email had been sent about the Ranger securing the fence around the oil tank. To date no response has been received from Littlehands. **ACTION: THE CLERK TO SEND EMAIL ASKING DID LITTLHANDS RECEIVE THE EMAIL**

PLY77/15 Correspondence:

There was nothing to report.

PLY78/15 To accept notices and matters for the next Agenda
(a) Grounds Maintenance Contract
The Chairman closed the meeting at 9.04p.m.

Appendix A

ASHTON

Renovations

Quote Number 124
15-03-2016
Ashton Renovations
Unit 2, Lumen House
Lumen Road
Royston
Hertfordshire
SG87AG

Sarah Adam

Melbourn Parish Council

Dear Sarah,

Please find below a quotation to move the lamp posts running alongside the park on The Moor, Melbourn and lay a new pathway leading through to Little Hands Nursery as requested.

Tarmac Path alongside path - 45 meters in length x 1 meter wide

- Move all lamp posts running alongside the park on The Moor to nearby more suitable location and wire in necessary electrics.
- Remove any trees from the way of the new proposed pathway.
- Re position metal fence along side access road and re install in nearby more suitable location.
- Excavate ground works for a new path from top of the Moor road next to the access road in a straight line along side the park coming out at the opposite end onto the Little Hands Nursery car park.
- Lay two inches of hardcore and whack to create a solid base for the path.
- Lay flat top edge stones and haunch to create the edges of the path.
- Lay two separate layers of tarmac to create a solid and even walking path.

Quotation £29,000.00
Total Quotation Including VAT £34,800.00

Site

- To keep the property clean, secure and tidy at all times.
- To remove all waste product from the property.

Yours Sincerely

Kieran Butler

01763 290335 or 07525173278
kieran.butler@ashtonrenovations.co.uk
www.ashtonrenovations.co.uk
VAT Registration Number: 180134732