

**MELBOURN PARISH COUNCIL  
MELBOURN PLAY PARKS WORKING PARTY**

**Notes of the meeting of the Melbourn Play Park Working Party  
held on Tuesday, 5<sup>th</sup> March at 19:30 at Melbourn Community Hub, 30 High Street, Melbourn, SG8  
6DZ**

**Present:** Cllrs Travis, Clark, Cowley, Kilmurray

**In attendance:** Sophie Marriage, Assistant to the Clerk (SM), Claire Kent, Hannah Cockerill (via zoom), Rhys Westcott

**1 To receive any apologies for absence**

Apologies received from Cllr Hart

**2 To accept the notes of the Meeting held on 7 March 2022**

Notes were accepted

**3 Report on actions from the Meeting held on 7 March 2022**

Sm reported that HAGS have responded to the suggested improvements, based on comments from the public consultation.

**4 To discuss HAGS's response to comments from the public consultation**

The working party liked the changes that HAGS have made, based on the feedback from the public consultation. The tunnel and slide make good use of the mound. The number of swings could not be increased. However a member has recently used this type of swing and notes the "tango" swing can be used by a parents and young child (around 18 months).

The enlarge trampoline was noted as an improved feature of the design.

It was noted these changes have led to a price increase.

The working party are happy with Revision 2 including the tunnel for the quoted price of £102,549.85.

**5 To discuss the budget and contingency need for the project**

*(Cllr Kilmurray joined the meeting)*

It was noted that there is £105,000 of S106 monies available. Also the RFO had informed SM that there is an additional £4,000 in S106, but MPC will need to vote on what this money will be allocated for.

**ACTION:** SM to check when MPC voted to allocate £105,000 of S106 monies to the Moor Play Park refurbishment project.

HAGS have stated that, beyond unexpected circumstances arising once on site, the price is fixed, however T&Cs should be referred to in full.

To limit the chance of issues arising, HAGS should be made aware of the location of the drains in the play park. Also HAGS should quote for the cost of drainage works, if needed, when installing the trampoline and roundabout. Based on the quote for possible drainage works, the Parish Office will be able to determine an appropriate contingency.

**ACTION:** SM to send map of drains to HAGS to check that they will not be an issue when installing equipment.

SM to request a quote for drainage work, if needed, from HAGS.

SM to seek advice from referees in HAGS tender regarding contingency and working with HAGs during the project.

HAGS will hold the price for 60 days from 31<sup>st</sup> March. The full council meeting on 25<sup>th</sup> April is with the 60 days.

**6 To discuss how to progress to the next stage of the project**

SM will circulate the response from HAGS regarding the possible need for drainage works, and if the drains will be an issue during the project. Providing the work is within budget and HAGS' response is acceptable, the working party will give their final decision on the project.

Following confirmation that the working party are happy to proceed, there will be an agenda item to approve HAGS' revised design and quotation at the next full council meeting on 25<sup>th</sup> April 2022.

ACTION: SM to write holding letters to Wicksteed and Playground Facilities advising a decision should be made on 25<sup>th</sup> April.

SM to put together comprehensive supporting documents for meeting on 25<sup>th</sup> April, explaining that the working party's decision has been largely influenced by the public consultation.

**7 To accept notices and matters for the future agendas**

The chair expressed thanks to the public members of the working party for their contribution and hard work. It is unlikely that there will be another meeting soon, but there may be a need to have a meeting to plan an opening event when the play park is complete.

**8 To note date of next meeting**

If needed, SM to circulate a date.

*End of Meeting: 20:10*