



Rendlesham

Parish Council

Draft Minutes of the Meeting of the Jubilee Park Committee at 7pm on Monday 23rd June 2025 at The Pavilion, Jubilee Park, Rendlesham, Suffolk IP12 2GT.

THIS MEETING WAS OPEN TO THE PUBLIC

Present:

Cllr. M. Eley-Kemp, Cllr. E. Points, Cllr. D. Moore, Cllr. J. Carter, Cllr. J. Oliver

1. Apologies for Absence

Councillor F Johnson

2. Public Forum

No members of the public attended

3. Declarations of Interest

None declared.

4. Minutes of the last meeting

No minutes to approve.

5. Actions from previous meetings

No actions to approve.

6. Chairmans report.

Maintenance Play Area – The Zipline in the children's park is still not working properly. Cllr Moore and Clerk to look to schedule date for Zipline to be removed and repaired.

Clerk to set up a Microsoft form to record inspection logs of Playpark equipment.

Cllr Eley-Kemp and Clerk to investigate costs of Canopy to create shaded area in Playpark.

Maintenance Fencing – Work on perimeter fencing due to start w/c 7th July.

RESOLVED: (unanimously) to approve purchase 2 x Heavy duty locks for the two park gates.

Pavillion –

RESOLVED: (unanimously) to approve to purchase corners for the guttering.

Clerk and Asst Clerk will look to work on clearing and sorting changing rooms in Pavilion over Summer to tidy and create better use of space.

Cllr Moore and Clerk to investigate costs of extra CCTV around MUGA courts and Pavilion.

Cllr Moore to reach out to Bayfield's to gain access to CCTV for Clerk – Clerk has now completed this action.

Clerk to investigate cost of Water fountain for the park and bring findings to Full council meeting.

Groundsman equipment maintenance – Clerk to speak with Melton Mowers to agree a maintenance contract for the ride on mower and other park maintenance equipment. – Clerk has now completed this action.

Budget to be set for Roger (Groundsman) with spend approval from Clerk. This will be agreed at next Full Council Meeting.

Terms of reference – To be agreed at next Full Council Meeting.

7. Current Financial position and Budget update

All councillors now have access to Scribe to review spend and budget. Clerk to send out update before each Jubilee Park Committee meeting.

8. Budget Planning for 2025.

Anti-Social Behaviour – Cllr Moore to look at Leiston bus shelter for Youths and report back.

Maintenance Schedule – Clerk to book annual Inspection of playpark equipment.

9. Park Matters for the next meeting

The Parish Office, Rendlesham Community Centre, Walnut Tree Avenue, Rendlesham, Suffolk, IP12 2GG

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Roger has requested a bench for his wooded area within the park. This will be put forward for approval at the next Full Council Meeting on 7th July 2025.

We are still awaiting decision from Hiscox insurance on what is happening with the Portacabin after the flood damage. The Radio Station are being temporally accommodated within the Community Centre, but we will need a longer-term solution after August if the Portacabin is still out of action.

10. Date of next meeting.

14th July 2025

11. AOB -Short items only or to be added to 8b

Member of the public Mr Moir has requested to borrow the Gazebos over the summer holidays. Out of the three owned by the RPC, only one is working as two needs repairing.

Cllr Moore offered to get these repaired at The Suffolk Repair Shed, of which he is a director of the company that is limited by Guarantee. After advice from SALC, this is not allowed under section 80 (1)(a) of the Local Government act 1972.

Mrs Louise Rayment

Louise Rayment

Clerk to the Council and Responsible Finance Officer.
Rendlesham Parish Council