



Rendlesham Parish Council

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Meeting: Jubilee Park Committee
Date: Thursday 12th January 2023
Time: 7.30pm
Venue: Room 16, Rendlesham Community Centre

Members: Victoria Proctor (Chair); James Carter; Mike Stevenson (ex-officio);
Dave Moore;

Present: Victoria Proctor (Chair); James Carter; Mike Stevenson (ex-officio);
Dave Moore;

In attendance: Heather Heelis – Parish Clerk

MINUTES

In accordance with Standing Order No: 38 any matter relating to an employee shall not be considered until the Council or Committee has decided whether or not the public shall be excluded (See SO No: 67). Due to the nature of the business to be transacted the meeting, or parts of it, may be closed to the press and public.

Under Standing Order No. 1. c) Meetings will last no longer than 2 hours and 1. d) If the business of the meeting has not been concluded after 2 hours a resolution will be taken to continue to conclude or defer the business in hand. In any event the meeting will last no longer than 2 hours 30 minutes.

1. To receive and accept apologies

Mark Stones – Work
Mike Parry – Prior commitment

2. To approve the Minutes of the meeting held 13 October 2023

Agreed. Action: append the Events Co-ordinator's presentation to the minutes.

3. Declaration of interests and consideration of dispensations

Victoria Proctor – item 5.a.

4. Reports

- a) Action Report – Noted that Dave Moore has found 3 people in the village who may use accessible play equipment.
- b) Finance Report – third quarter – Noted.

Action: Clerk to get an update on replacing the potentially dead trees.

5. Maintenance

- a) Replacement of play area maintenance gate post – Mark Proctor is able to replace the post on 29 January 2023. It was **agreed** to purchase a new post prior to this date. A new rail is also required.

Action: Clerk to order 4 bags of postcrete.

It was noted that maintenance work on the Zip Wire was being undertaken w/c 30 January 2023.

- b) Soakaway in car park – It was noted that there was no drain in the car park to take the water away.

Action: Victoria Proctor to ask Mark Proctor to look at possible solutions for the flooding in the car park.

- c) Guttering – CL Windows have quoted £85 for repairing and cleaning the gutters. **Agreed** to carry out the work.

Action: Dave Moore to place the order.

- d) Fire Extinguishers – **Action:** Clerk to arrange the annual service.

6. Strategic aims to consider for the next quarter (Strategic Aims Report)

- a) Skatepark – **Action:** An update on funding to be circulated after the Admin Officer returns to work.
- b) Play Area refurbishment – **Agreed** to be the next project following the completion of the skatepark.
- c) Long term maintenance plan – **Agreed** to prioritise identified work that will need undertaking.

Action: Councillors to walk around Jubilee Park at some point in March, make a list and prioritise the work. **Agreed** to involve the Park Keeper.

- d) Any other strategic aims for consideration

7. Lighting on the pathways in Jubilee Park

The Clerk reported her findings regarding the covenants and planning applications/conditions. The Clerk advised that any proposal should be put to ESC Planning to see if planning permission was required.

It was **agreed** that at this time lighting the pathways were not a priority.

8. Rendlesham Men's Football Team

Dave Moore had spoken with the resident wishing to start the team. He explained that the pitch did not meet the FA standards. Dave Moore noted that the resident had now found an alternative location. There was also the issue of sharing the pitch space with WMYFC.

Action: The Clerk to feed back to the resident.

9. Articles for the next Rendlesham Newsletter

Noted that the Clerk was producing the February issue of the magazine.

10. Matters for the next meeting:

- a) Field entrance – **Action:** The Park Keeper to cone off the tracking and seed after the cold snap next week.

- b) Request from the Community Café to paint the pavilion. To be carried out by the Community Café. **Agreed.**
- c) Hedgehog conservation launch on Saturday 14 January 2023.

11. **Dates of 2023 meetings:** 13 April 20 July 12 October

SIGNED



DATED

13/4/23