



Rendlesham Parish Council

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Minutes

Meeting: Jubilee Park Committee
Date: Monday 11th March 2024
Time: 7:30pm
Venue: Rendlesham Community Centre (Room 16)

Members: Nickie Delacamp (Chair), Mike Stevenson (ex-officio)
Mike Parry, Herman Trietsch, Dave Moore, Gareth Moir

In attendance: Nickie Delacamp (Chair), Mike Stevenson (ex-officio)
Mike Parry, Dave Moore, Gareth Moir, David Lines (Locum Clerk), Emma Harrington

Minutes

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.

PUBLIC FORUM – 15 minutes

- 1. To receive and accept apologies**
Herman Trietsch
- 2. To approve the Minutes of the meeting held on 4th December 2023**
Amendment to item 5b, from MP to seek three quotes to 'MP would investigate'
- 3. Introduction of David Lines & Emma Harrington (David Lines)**
 - David Lines is locum clerk.
 - Emma Harrington, has been appointed to the role of Finance & Administrative Assistant.
- 4. Car Park Update (Dave Moore)**
 - Over use has caused the hollow in the car park at the pavilion
 - two options
 - 1) to dig out and create an industrial style soak away
 - 2) fill the hollow in with fresh type1 and compact (cheapest option) requiring a run off.
 - 3) Resurface the carpark with tarmac: **ACTION: MP will supply DM a contact for Vic Land From Rendlesham Park Estates to gain an indicative quote.**
- 5. Queens Canopy Update (Nickie Delacamp)**
 - A number of fresh trees have been identified as possibly needing replacing. The final sponsorship of a tree will be carried out. The Parish Council has sent letters out to existing tree sponsors devolving responsibility of replacement. To replant fresh trees the cost will be in the region of £350-£400.

- New trees will be planted by the end of the month following the procedure to cut grass away when planting
 - NC to ask Swan's nurseries for a plan of action to support the maintenance of trees
6. **MUGA court cleaning Update (Mike Parry)**
 - MP to come in and look at possible options and advice for cleaning the MUGA.
 7. **Pavilion Plan (Nickie Delacamp)**
 - Looking to move items stored in the container on Bentwaters Park into space in the pavilion changing rooms. Existing benches will be reused for shelving and racking will be added from the container and content decanted to the changing room. Deadline to empty container is 19th April 2024.
 - Fire risk assessments will be carried out and up dated once the changes have been made.
 - Suggestion to include Roger with in any maintenance planning and work for the park that involves the community payback team. ACTION: MP to speak with Roger regarding developing a maintenance plan.
 8. **Contracts for Community Coffee Shop & Rendlesham Radio Station Portacabin (Dave Moore)**
 - Community Coffee Shop has an agreement with the council which has seen circa 1800 people through the coffee shop. The same type of contract is in place with the radio station. The proposal is that both organisations are given a contract in order to provide some security to them. They will be offered a peppercorn rent and £5 a day usage to cover utilities. ACTION: MS will speak with the community radio group in regards to the contract and insurances.
 9. **Dates of next meeting: Monday 8th April 2024 7:30pm**

SIGNED

DATED