

Meeting: Jubilee Park Committee
Date: Thursday 19th July 2018
Time: 7.30pm
Venue: Jubilee Park Pavilion

Members: Kay Nash (Chair); Mike Parry (Vice Chair) Andy Ferguson; Nigel Harding

Present: Kay Nash (Chair); Nigel Harding; Mike Stevenson

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 for the meeting.** Mike Parry and Andy Ferguson – accepted.
2. **To approve the Minutes of the meeting held 17th May 2018 (No meeting June)**
Approved.
3. **Declaration of interests and consideration of dispensations.**
None.
4. **Action Report (Attached)**
 - a) Playdale – Quote accepted and **agreed** to pay 70% by 20 July 2018.
 - b) Socket set – **Agreed** to increase the budget to £40 + VAT.
5. **Maintenance**
 - a) Pumping Station Issues – to note work carried out and to agree future maintenance regime. Kay Nash gave an update on the situation. Emergency work had been undertaken to resolve the pumping station issue.
Action: Diarise to resolve to continue the maintenance agreement.
Agreed to sign up to the maintenance agreement but amend the date for the service to May.
Action: Return the document to Binders for amending. Clerk to sign on return.
 - b) Acoustics (Update) (Nigel Harding)
Nigel Harding proposed the Quietstone quote for £1,452 + VAT plus fitting. Kay Nash seconded. **Agreed** to take the money from the maintenance budget and request the funds be returned from general reserves.
Action: Request to be placed on the September full Council agenda.
Action: Order the work to be carried out in August.
 - c) Replacement of outdoor signage
All signage at JP has gone missing.

Action: Clerk to report to the police after MS has looked at the CCTV
Action: MS to look at CCTV

Agreed to replace all signs excluding the outdoor gym height sign. A budget of £500 was **agreed**. It was **agreed** not to pursue an insurance claim on this occasion.

Action: Agenda item for the F&A Committee regarding a benchmark to make an insurance claim.

d) Internal Redecoration

Agreed to approach Community Payback to redecorate the internal and external of the pavilion with washable paint.

Action: Clerk to organise prior to the acoustic panels being installed.

e) To consider the redesign of the 2 shrub beds at the front of the Pavilion.
It was **agreed** to remove the shrub beds and lay paving.

Action: Clerk to obtain quotes.

f) Vandalism to the Pavilion and Children's play area
It was **agreed** to look at additional CCTV cameras.

Action: Clerk to ascertain how many additional cameras were needed and obtain a quote from the supplier.

g) Provision of water drinking fountain

Action: Investigate compliance with legionella.

A full Dispensation was given to Kay Nash to discuss obtaining a quote for the plumbing.

Action: Obtain a quote for the plumbing and drainage.

Agreed to install a water drinking fountain with a budget of £500.

h) To consider disposal of the heras fencing.

Agreed to contact the person who removed the boiler to see if they would like them.

i) Broken flower barrel

It was **agreed** to dispose of the broken barrel.

j) Water leak in plant room – to note work carried out
Work has been completed.

6. **Bootcamp Contract renewal**

Agreed £75. Tyres to be removed by the hirer at the end of the 6 month contract.

7. **WMYFC Contract renewal**

Completed.

8. **Tractor Motor Insurance Policy Renewal**

The quote for £341.60 was **agreed**.

Action: Clerk to renew the insurance.

9. Correspondence

- a) Request for park benches near Suffolk Drive – noted that this had been by full Council.
- b) Car park Fencing – ownership enquiry. **Agreed** to clarify whether it is a fence or hedge she is enquiring.

↖ dealt with
KN

Action: Clerk to respond when confirmation is received.

10. Suffolk Rural Fund

It was **agreed** not to apply at this time due to staff resources.

11. Suffolk Wildlife Trust

- a) Wild Tots – noted.
- b) Summer Holiday Sessions – noted.

12. Masterplan Implementation Report

- a) Skate Park – the event was successful and the first meeting of the group would be held on 28 July at 10am.

13. Fireworks 2018

It was **agreed** to accept the quote of £2,500 if this is not an error on the company's part.

Action: Clerk to confirm whether the £100 increase was an error.

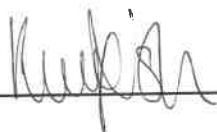
14. Articles for the next Rendlesham Newsletter:
Skatepark.

15. Matters for the next meeting: 20 September
Apologies from Nigel Harding.

16. Dates of 2018 meetings:
18 October 15 November 20 December

Meeting closed at 21:04

SIGNED



DATED

20/9/18