

Meeting: Jubilee Park Committee
Date: Thursday 18th October 2018
Time: 7.30pm
Venue: Jubilee Park Pavilion

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

Present: Kay Nash (Chair); Andy Ferguson; Nigel Harding

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 (Vice Chair);
2. **To approve the Minutes of the meeting held 20th September 2018**
Agreed.
3. **Declaration of interests and consideration of dispensations.**
None.
4. **Action Report (Attached)**
 - a) Utility meter readings – **Action:** Meter to be read following the meeting.
 - b) Boiler pressure readings – **Action:** Clerk to confirm if the Park Keeper is topping up the pressure or if the issue has been resolved. If the matter is unresolved then it was **agreed** to call out Wildings to take another look at the boiler.
5. **Maintenance**
 - a) Acoustics (Update) (Nigel Harding) the panels are due to be installed on Thursday 25 October. **Action:** Clerk to arrange access.
 - b) Internal Redecoration **Agreed** to get a quote from the RCC contractor.
Action: Nigel.
 - c) Shrub beds at the front of the Pavilion – completed
 - d) Weed control in play area (update) the COSHH sheet, data sheet and certificate are now on file. **Agreed** to go ahead with the quote for £45 + VAT.
 - e) Weed control on footpath (quote awaited) Awaiting quote.
 - f) Pavilion: Replacement Key Policy It was **agreed** to have the Clerk as the second authorised signatory.
 - g) Purchase of wood chipper – It was **agreed** to buy the Bosch AXT25D Quiet shredder at a cost of £358.98. Funds to come from Contingency.

- h) Annual calibration of legionella thermometer £54 ex VAT – Agreed.
6. **2019-2020 Budget**
The draft budget was agreed.
7. **Renewal of Pavilion Utilities Supply Contract**
Agreed to proceed with the SSE 24 month contract.
8. **Christmas Lights**
Action: Andy to get a cost on materials and a quote for signing off plus lights – Budget not to exceed £300.
9. **CCTV - Consideration of quotation for additional camera**
Deferred to April and the next financial year.
10. **Car Park Boundary Maintenance**
Agreed to offer to remove a row of trees directly adjacent to the garage. **Action:** write to the resident with the proposal.
11. **Masterplan Implementation Report**
a) Skate park - Awaiting the inaugural meeting of the user group. The Rendlesham Show Committee have met and have suggested that the fundraising for the 2019 show should also go towards the skatepark. **Agreed.**
b) Five -aside football – **Agreed** to receive tenders at the January 2019 JP meeting.
12. **Fireworks 2018**
a) Volunteers – 4 November – volunteers needed to help on the day to set up, shake buckets and pack up. Nigel offered to help from 6pm.
13. **WMYFC**
a) Use of pitch for new Sunday morning Toddler sessions – It was **agreed** for the sessions on a Sunday at an additional annual fee of £50, to include use of the pavilion.
14. **Articles for the next Rendlesham Newsletter**
None.
15. **Matters for the next meeting**
None.
16. **Dates of 2018 meetings:** 15 November & 20 December
Meeting closed at 9:10pm

SIGNED



DATED

15/11/18