

Meeting: Jubilee Park Committee
Date: Thursday 21st March 2019
Members: Kay Nash (Chair); Mike Parry (Vice Chair); Nigel Harding; Andy Ferguson
Present: Kay Nash (Chair); Mike Parry (Vice Chair); Nigel Harding
In attendance: Administration Officer – D Chappell

MINUTES

1. **Apologies** were received and accepted from the Clerk (annual leave) and Andy Ferguson.
2. **Minutes** of the meeting held 17th January were approved as written.
3. **Declaration of interests and consideration of dispensations.** None declared.
4. **Action Report (Circulated)**
 - a) Utility meter readings – readings following the meeting. 46461(7) Electricity
9814953 Gas
 - b) Remove boiler readings from the agenda but ask Park keeper to monitor.
 - c) Anti Climb Paint has been applied to the Perimeter fence and the Bunbury estate notified
5. **Maintenance**
 - a) Acoustics (Update). NH reported the contractor has been routinely chased and assurances given about action, but nothing received. To be chased again.
ACTION: Nigel Harding to seek a reply and report to next meeting.
 - b) Boiler –
 - i) The quotation for the annual service and issue of the Gas Safety Certificate from the current supplier was accepted at £91.66 with a note to seek a more competitive price for future years when the boiler pressures will have settled down.
 - ii) The outcome of the boiler pressure test on Wednesday 20th March was not known at the meeting. Clerk to chase the written report of outcome.
ACTION Subsequently reported as no gas leakage and all normal.
Recommended to monitor the frequency with which the boiler is topped up.
ACTION: Clerk to book annual service and Gas Safety Certificate.
 - c) Information Board – The options and quotations were discussed for a notice board, information board and frame only. Options include; revisit the noticeboard idea, seek a quote using hard wood from the village sign contractor and Forestry England, continue to replace the individual signs @ circa £50 each they are stolen, and engage a design agency to produce the artwork to frame. In principle the information board is preferable to a noticeboard.
ACTION: Clerk to seek 2 quotes – 1 x Forestry England and 1 x village sign supplier.
 - d) Weed control in play area (update) – One treatment undertaken to date. One has been booked in for Easter.
ACTION: Clerk to chase. Insist the date of application is recorded on all invoices
 - e) Weed control on footpath - Awaiting a start date.
ACTION: Clerk to chase. Insist the date of application is recorded on all invoices
 - f) Meeting Room Table It was noted a table is missing. It has been for some time

ACTION: Park keeper to advise how many tables there should be and how many tables there are, and report to next meeting

6. **5-a-Side all weather football pitch** No report in the absence of the Clerk

ACTION: Clerk to report to next meeting.

7. **Fireworks 2019**

a) Kimbolton Fireworks Ltd. The meeting noted our contracted supplier has ceased to trade. Fully Fused Fireworks Ltd emailed the Clerk on 20 February 2019 to honour the commitment made by Kimbolton Fireworks Ltd for the 2019 event through the original staff. They have since visited for a site assessment.

KN proposed RPC proceeds with Fully Fused Fireworks Ltd based upon the email of 20th February 2019. NH seconded. IT WAS RESOLVED to accept the offer of 20th February 2019 to honour the commitment made by Kimbolton Fireworks Ltd for our 2019 event. Agreed unanimously.

ACTION: Clerk to write to Fully Fused Fireworks Ltd

8. **Masterplan Implementation Report**

a) Skate park. NH reported the consultation evening on 21st January 2019 was well supported by the public with an enthusiastic response from potential users. Skateboarding is now an Olympic event. The suppliers are to produce a revised design based on the meeting responses to original ideas. That design is still awaited. The design is required before the user group can really get going, will be required for any fundraising and is a pre-requisite to a business plan.

ACTION: Clerk to write to the supplier and chase the design

9. **Installation of a defibrillator at the Pavilion** Awaiting purdah to complete the application to Cllr Nicoll through the Locality Budget

10. **Personal Trainer sessions** (Draft contract circulated prior to the meeting) IT WAS AGREED That the Clerk be authorised to sign the contract SUBJECT TO 2 payments of £100 on 1st March and 1st September 2019 and sight of a satisfactory insurance policy. KN proposed. MP seconded. Agreed unanimously.

ACTION: Clerk to write to the trainers and liaise on signing off the contract.

11. **Drinking Water Fountain** In view of the considerations of the Committee on 20th September KN proposed and MP seconded a suggestion not to proceed with the installation of an outside drinking fountain and to remove it from the agenda. IT WAS AGREED that the Clerk be authorised not to proceed with the installation of an outside drinking fountain and to remove it from the agenda.

12. **Articles for the next Rendlesham Newsletter** None

13. **Matters for the next meeting**

- Wickham Market Youth Football Club request for a 4th key
- MUGA fencing repair
- Pre-set playground annual inspection correspondence

14. **Date of next meeting:** 18 April 2019

15. **Dates of 2019 meetings:** 23 May 20 June 18 July 19 September
17 October 21 November 19 December

Meeting closed 8.58pm

SIGNED

DATED



18/4/19

2019 -5