

**Meeting:** Jubilee Park Committee  
**Date:** Thursday 19<sup>th</sup> September 2019  
**Time:** 7.30pm  
**Venue:** Jubilee Park Pavilion

**Members:** James Carter (Chair); Mike Stevenson; Mike Parry; Doug Burness; Peter Wyartt; Victoria Proctor

**Present:** James Carter (Chair); Mike Stevenson; Mike Parry; Doug Burness; Peter Wyartt;

**In attendance:** Administration Officer

## 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.** Apologies were received and accepted from Victoria Proctor
2. **To approve the Minutes of the meeting held 18<sup>th</sup> July 2019** (Previously circulated) Agreed without amendment
3. **Declaration of interests and consideration of dispensations.** None declared
4. **Action Report** (Previously circulated)
5. **Maintenance**
  - a) Acoustics (Update) (Nigel Harding) M. Stevenson to peruse the history and advise a course of action at the next meeting
  - b) MUGA Fencing Repairs
    - One quote has been received to cut back the ingrowing hedging by a metre width around the court and lift overgrowth above the fence line £ 450 plus VAT
    - P Wyartt to arrange another quote and propose a way forward at next meeting
    - Send the draft letter of complaint to Heras
  - c) Meter cupboard  
The meeting agreed to authorise the Clerk to replace the broken hinges by purchasing a new boxed door cover to the maximum value of £100 ex VAT  
Clerk to action
  - d) Car park hedge  
One quote has been received to cut back the hedging to a height of approx. 8ft to allow the lower limbs to thicken and make more of a hedge. £425 plus VAT. Clerk to task the Village Handyman and Park keeper to undertake the work to the heights as agreed at last meeting as part of their duties.

LG QUOTE AS per DISCUSSION WITH RESIDENTS 2019-15  
Work to be carried out BY CONTRACTOR AS per  
SPEC'S HAND BY Clerk

Handwritten signature

e) **Perimeter Path Fence**

One quote has been received to cut back the hedging by a metre width between the Mayhew Road properties and the hedge for that section along the perimeter footpath in question. To include cutting overgrowth back from the perimeter path. Remove and dispose of all cuttings. £825 plus VAT  
Agreed

- The Clerk will task the Village Handyman and Park keeper to undertake the work.
- The Clerk to write to the resident advising the residents may cut back any overhanging growth from their side of the fence. The Parish Council will not reduce the height of the trees only the depth only reduce the depth of the hedge from the footpath

6. **WMYFC Football Contract renewal**

The meeting considered the draft renewal under consideration to be a written agreement of terms rather than a legally enforceable contract. As such M.Redfern will draft a new contract for the Club. The keyholder policy and invoice to be considered as part of the new contract. **ACTION:** Clerk to issue the contract as provided by Cllr Redfern holding back any invoice until it has been decided the level of commitment and investment in upgrading the playing surfaces.

7. **Masterplan Implementation Report**

Skate park & Five -aside football. There will be an extra meeting on Monday 23<sup>rd</sup> September to open the tenders. The tenders are as discussed at the July meeting. P. Wyartt expressed his dissatisfaction with the late notice of meeting. The Chair advised that notice of that meeting was given both in the Agenda for this meeting, and by way of a separate agenda, both issued on 12<sup>th</sup> September which met the requisite notice period **ACTION:** Defer to Monday's meeting

8. **Fireworks 2019**

It was noted the event will be held 3<sup>rd</sup> November and the planning is in hand. Volunteers are needed to set up, particularly to help with the security fencing and donation buckets. M. Parry D. Burness and P.Wyartt all volunteered to help. M. Parry volunteered to man the PA system. Costcutters has been approached for sponsorship as Pooleys are unable to provide sponsorship this year although they are able to help out with transport as usual.

9. **Purchase of distance markers**

It was agreed to await a second quote from P Wyartt . First Quote £127.98 + VAT for 15 signs and £108.70 for 10 signs

10. **Outdoor Table Tennis**

This was deemed to be an excellent suggestion provided the idea is properly researched to select a concrete model with longevity and style. It was agreed to make enquiries of the Woodbridge Town Council (WTC) purchase for Kingston Fields. The Clerk is to obtain a quote based on the WTC product if possible and research the idea. However, with approaching winter weather and reduced day light, it was felt premature to place an order. **ACTION:** the matter was deferred to Spring & next financial year.

11. **Grassed area - Treatment for Football Playing Surface**

Two options were put to the meeting. Option 1 suggested further research into selective weed killer; due to the lateness of the season, options are limited. It is possible to apply winter fertiliser to encourage growth then apply selective weed killer in the Spring. Option 2 will require heavy disturbance post works and use of heavy tractors. It was agreed P.Wyartt will review the options and make a recommendation in due course

**12. Flower Beds**

The triangular area from the car park and pedestrian perimeter footpath is unsightly. Several options were discussed including a raised bed, grassed and flowered area. It was agreed to cost out an action plan and reschedule the issue for the Spring and next financial year.

**13. Summer Skateboarding Sessions**

The feedback was that the sessions were well attended and a success

**14. Scouts Fundraising Event 2020**

The emailed request from the Scouts to hold a fundraising event was considered. Subject to it being made clear the Park is unavailable for the two weeks around the Rendlesham Show, it was agreed in principle. Clerk to write to seek further information.

**ACTION:** Clerk to request further details on numbers, space required, type of activities, noise impact on local residents etc. Bring back to the meeting to discuss further.

**15. Articles for the next Rendlesham Newsletter: Trees and Hedgerow article**

**16. Matters for meeting: 17 October 2019**

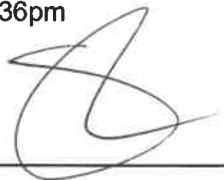
- Utility readings
- Wifi for CCTV

**17. Date of next meeting 23<sup>rd</sup> September 2019**

**18. Dates of 2019 meetings: 17 October, 21<sup>st</sup> November and 9<sup>th</sup> December**

Meeting closed 8.36pm

SIGNED



DATED

17.10.19

