

Meeting: Jubilee Park Committee
Date: Thursday 16th December 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 Parry; Doug Burness;

In attendance: Clerk

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**
Peter Wyartt (illness), Mike Stevenson and Victoria Proctor.
2. **To approve the Minutes of the meeting held 17th October** (No meeting November)
Agreed.
3. **Declaration of interests and consideration of dispensations.**
None.
4. **Action Report (half yearly review)**
Action: Clerk to circulate.
5. **Maintenance and Repairs**
 - a) Acoustics (Update) (M Stevenson) Delegated to the Admin Officer to order.
 - b) MUGA Fencing Repairs – report from Peter Wyartt noted.
 - c) Car Park Hedge – Delegated to the Admin Officer to chase and complete before the next meeting.
 - d) Perimeter Path Hedge - The Park Keeper has actioned.
Action: Clerk to check whether the hedge had been cut back by the fence.
Action: Clerk to check whether the new contract has been received from Community Payback.
 - e) Defibrillator Repairs –
Action: put a sign on saying 'currently not usable. The nearest defibrillator is located at the Community Centre'.
Agreed to look into a maintenance contract (possibly Heartbeat?).
Agreed to return the unit within 5 days if a replacement part is not supplied.
Action: Clerk to chase.

- f) Ballast Roller compatible with X750 lawnmower - It was **agreed** to purchase the 6ft roller.

Action: Clerk to order.

- g) Tractor Winter Service – **Agreed** to have the £381 + VAT All in on site package.

Action: Clerk to arrange.

- h) Playground Inspection – **Agreed** to undertake the Playground inspection at the end of January 2020.

- i) Playground Repairs – It was unsure why all 3 nets were in need of replacement, as per the quote. It was **agreed** to have the play area inspection carried out in January and act upon the actions arising from the report.

Agreed to get a quote for replacing the bark with rubber bark (recycled tyres).

Action: Clerk to obtain quote for loose rubber surfacing.

6. Legionella

- a) Training – **Agreed** to look at a cheaper option, for example linking in with another parish.

- b) Equipment recalibration due – **Agreed** to accept the quote of £66 incl VAT.

Action: Clerk to arrange.

7. Masterplan Implementation Report (Clerk)

- c) Update on Skatepark Tender meeting Saturday 9 November – Maverick have been appointed as preferred contractor. Consultation will commence in the new year alongside looking at a funding strategy. Funding may be available from 'proceeds of crime' as well as Sport England, ESC CIL, Lottery.

- d) Update on 5-a-side Tender – The Clerk reported that the revised specification is being finalised.

8. Fireworks Review 2019 (Clerk)

Very successful. Thanks were given to all involved in the event. **Agreed** to book Fully Fused firework company for Saturday 8 November 2020.

Action: Research the impact on the new 5-a-side football pitch and skatepark.

9. Grassed area - Treatment for Football Playing Surface

Peter Wyartt has reported that the ground is too wet to carry out the work at this time.

10. Wifi for CCTV (Clerk)

Mike Parry to take this action on.

11. Scouts Fundraising Event 2020

The date for the event is 4 July 2020. Proposed times 6pm – 10pm. The Scouts were successful with their application for 270 trees from the Woodland Trust and are now looking at places to plant the trees. There may be possible locations at Jubilee Park.

Action: Add to full Council meeting on 6 January 2020.

12. New Community Pay Back Service

As item 4.d).

13. Tree Audit and tree Policy (Update)

Peter Wyartt submitted a report for the meeting. **Agreed** to contact ESC regarding Ash trees.

Action: Clerk to contact ESC regarding the Ash trees as per Peter Wyartt's report.

14. Articles for the next Rendlesham Newsletter

a) **Action:** Clerk to check the firework article in the newsletter to ensure people were thanked.

b) TRS meeting – 20 January 2020 – Advert to be more specific in what help is needed in the run up and on the day.

c) Monthly updates re 5-a-side pitch and skatepark.

15. Matters for the next meeting:

None.

16. Dates of 2020 meetings:

16 January	20 February	19 March	16 April
21 May	18 June	16 July	17 September
15 October	19 November		

Agreed not to hold a December meeting in 2020.

Meeting closed at 20:44

SIGNED

DATED


16.1.2020