

Minutes
of the MAYLAND PARISH COUNCIL
LAWLING PARK COMMITTEE
meeting held in the Lawling Park Hall
on Tuesday 28th June 2016
at 7.04 p.m.

Present: Cllr Spires (Chairman)
 Cllr Duncan
 Cllr Evans
 Cllr Oatham
 Cllr Pettitt

Clerk: Mrs J Massenhove

In attendance: Mr G Nichols, BDA Architecture

19. Apologies for Absence

Apologies were received from Cllr Lund.

20. Declaration of Interests

None.

21. Minutes of the Previous Meeting

Cllr Duncan proposed accepting the minutes from the meeting held on 28th May 2016. Cllr Evans seconded the proposal, all in favour. The minutes were signed and dated as a true record.

Cllr Spires closed the meeting at 7.06 p.m. to allow public discussion.

22. Public Discussion including regular hall user groups

Cllr Spires introduced Mr Nichols, with whom he and the Clerk had met previously and had discussed requirements for drawings for works to the hall. Mr Nichols had prepared a scheme, including timescales and fee proposals, for the committee to consider. The fee proposals, planning permission requirements and the tendering procedure were discussed. Cllr Evans explained the time constraints relating to the S106 Agreement.

Cllr Spires closed the public discussion session and reopened the meeting at 8.00 p.m.

Cllr Spires brought forward agenda item 26, S106 Expenditure. For ease of reference, the item is minuted in its original agenda position.

23. Clerk's Report

Each LPC member has received an update on matters from the last meeting. The report was noted.

24. Lawling Park Hall

Quotations for the supply and installation of a new fire alarm isolator switch were considered, but it was agreed not to proceed with this at present. Testing of the telephone alert system was discussed; Clerk to contact our fire maintenance to confirm arrangements for this.

Prices and requirements for rat bait and boxes were discussed. Clerk to purchase three secure bait boxes, two standard bait boxes and block bait.

25. CCTV

Cllr Oatham suggested some adjustments to the CCTV cameras following installation of the defibrillator. He may enlist our Groundsman's assistance with this.

26. S106 Expenditure

Cllr Spires proposed accepting the architect's fee proposal and engaging his services for both the extension and refurbishment of the main hall toilet area. Cllr Oatham seconded the proposal, all in favour. Motion carried. Clerk to write to the architect to confirm this.

Removal of the main hall toilets and associated plumbing will now be included within the architect's brief for refurbishment of the main hall toilet area.

Budget quotations for extension of the skate park, installation of an artificial grass surface to one of the tennis courts and interactive play equipment were noted and discussed. Clerk to obtain more information regarding the interactive equipment.

27. Car Park Gates

A decision regarding opening of the Bakersfield Car Park gates at weekends is deferred pending discussion with the football club.

28. Play Areas

The Clerk reported the findings of the recent play site inspections, all of which are either low risk or very low risk, to the committee: -

Skate park – There are some differences in height between the ramp and the surface. Quotations are being sought to address this.

Older Children's Play Area – Repair of surfaces and treatment/repainting of rusting components to be carried out in-house; quotation to be sought from MDC for height adjustment and replacement timbers to zipline; quotation from manufacturer to be sought for replacement seat and fixings for overhead see saw; monitoring of other items.

Toddler Play Area – Repair of surfaces and treatment/repainting of rusting components to be carried out in-house plus some tightening of fixings; additional post caps to be purchased (some have already been replaced); monitoring of other items.

It was suggested that the recommendation to install additional play site signage is addressed after completion of the hall extension.

29. General Area and Maintenance Report

Repairs to the paths were discussed. Cllr Duncan reiterated his previous offer to meet with the contractor. Clerk to discuss the way forward with the contractor.

30. Funding

A potential funding opportunity was noted, grants to a maximum amount of £10,000 are available towards playing field facilities. Clerk to obtain further information regarding possible funding of MUGAs, artificial grass surface and/or floodlighting.

31. Hire Fees

Review of hire fees deferred to next meeting. Clerk to write to the football club regarding fees outstanding.

32. Bat and Bird Boxes

Cllr Duncan has approached Essex Wildlife Trust for advice on the siting of bat and bird boxes on parish council land and would be willing to take this on as a project.

33. Items for Next Agenda

Feasibility of moving the fire door
Review of hire fees

The meeting closed at 9.29 p.m.

Date of next meeting, Tuesday 26th July 2016.