

WOOTTON PARISH COUNCIL

Minutes of the Meeting of the Leisure & Amenities Committee of Wootton Parish Council

held on Wednesday 30th June 2010 at 7.30pm at the Memorial Hall, Bedford Road, Wootton.

Present: Councillors, P Prescod, C Bennett, D Price, S Cruse, J Wheeler, K Lynch.

In attendance Cllr G Lloyd and M Alexander (Clerk).

LA10/09. Apologies
Cllrs K Wright and J Cunningham.

LA10/10. Declarations of interest on any items on the agenda
None.

LA10/11 Nominations for Vice Chairman
Cllr Wheeler nominated Cllr Claire Bennett as Vice Chairman, and this was seconded by Cllr Lynch There being no other nominations for Vice Chairman Cllr Bennett was elected Vice Chairman for the ensuing Municipal year.

LA10/12. Open Forum
None.

LA10/13. Minutes of the meeting held on Wednesday 9th November 2009 and 31st March 2010
Were signed by the Chairman as a true record.

LA10/14. Summer Scheme 2010
The Chairman and Councillor Lynch updated the Members on the progress of this Summer Scheme. Regarding general time scaling the distribution of the flyers promoting the scheme was slightly behind due to one of the parties involved being unwell and therefore not working - however it was hoped this situation had now concluded. Wootton Upper School had agreed to display flyers and also assist with registration forms as had Wootton Lower School. The Clerk was asked to try and collect CRB forms and Public Liability proof from the school, Memorial Hall and Village Hall. It was agreed the Chairman would open the event and individual Councillors would be responsible for collating a list of 'local dignitaries' who it was felt should be invited to the 'Celebration'(11th August 2010). Cllr Wheeler suggested a Public relations type statement be written and sent to all local press and media outlets. Cllr Prescod and Lloyd to action, and Cllr Prescod agreed to advise of exact numbers of participants 'allowed' to register for each activity. Cllr Prescod agreed to hand flyers to Cllr Price for inclusion in the Parish Notice Boards.

Actions; Clerk to chase School, Memorial Hall and Village Hall for proof of PL Insurance and also arrange for CRB checks to be completed for helpers on the scheme.
Cllr Prescod and Lloyd to write PR statement.
All Councillors to draw up list of 'potential invitees'

LA10/15. Christmas Tree 2010

It was agreed that the Council would increase the amount of lights on the tree this year, but overall, it was felt it was better for this issue to revert back as an agenda item on the Planning & Environment list of responsibilities. However, the Chairman did take this opportunity to thank Cllr Quirk for all his hard work last year, liaising with the Highways Authority and achieving the trees installation and energy supply.

Action; P& E Committee to ensure installation and increase of lights for Christmas 2010.

LA10/16. Millennium Garden

It was agreed to refurbish the Sundial in the Millennium Garden and a quote for approx £1200 had already been received. In addition it was agreed that a 'interpretive sign - actually explaining how the sun dial works in included in the project.

LA10/17. Changing Room and Toilets

A quote of £6,200 and £800 (respectively) for the refurbishment of both areas had been received and it was felt that in view of the fact that both areas were very shabby, but that no budget allocation had been set aside, that this project go as a recommendation to the next F&GP for costs to be set against 'earmarked reserves'.

Action; The clerk was asked to obtain 2 more quotes for comparison.

LA10/18. MUGA Netting

A quote of £3,500 was obtained for the refurbishment and replacement of the MUGA netting and for the supply of continuous netting over the top of the structure. Cllrs agreed that as again no budget allocation had been set aside for this project it be an item to be a recommendation to the next F&GP and for associated costs to be set against 'earmarked reserves'.

Action; The Clerk was asked to obtain 2 more quotes for comparison.

LA10/19. Kick Wall

It was agreed that the best future for this facility maybe to turn it into an 'Art wall' and invite the schools or local groups to facilitate the project locally. Members agreed to use the Summer Scheme as maybe a way of consulting with the young people in the village and ask whether in their opinion it would be used or abused.

Action; Cllrs use the Summer scheme as a vehicle to consult with attendee's and bring any findings back to a future meeting of this Committee for review and action.

LA10/20. Asset Register

An 'up to date' Asset Register had now been compiled, itemising all Council assets for inclusion on our current insurance policy. Cllr Bennett agreed to investigate the 'old register' and combine the two documents if necessary. It was agreed that a village map, showing the locations of all our current assets ie street furniture, bins, etc, be considered as a future project. Again it was believed that a 'map' showing assets was in existence - Cllr Bennett to investigate its existence.

Action; Cllr Bennett to investigate 'old asset' register and asset (location) map existence and their relevance to the present day.

LA10/21. CCTV - Rec Ground, Church Road

After some discussion it was agreed to check the existence of any 'escape clauses' in the maintenance contract of the CCTV, as the system was felt to be generally ineffective.

Action; Clerk to check contract.

LA10/22. Clerks Annual Leave

It was agreed that due to the absence of the Clerk at any time but especially annual leave that a message be left on the office answer phone directing callers / queries to individual Chairman for the appropriate action to be taken.

Action; Clerk to change message on office answer phone to reflect Chairmen's numbers for public enquiries during times of Annual Leave.

LA10/23. Meeting Venue

Cllr Prescod expressed his preference for a change of venue for these meetings. He is of the opinion the Village Hall is more convenient for not just most attendees but also is a more central location in the village generally. After some discussion it was proposed by Cllr Lynch and seconded by Cllr Cruse that this issue be an agenda item at the next Full Council Committee meeting on Wednesday 28th July 2010.

LA10/24. Action Plan Matrix

Resolved; that the updated action plan be received and updated again in time for the next meeting of this Committee.

Chairman _____

Next meeting 25th August 2010