MICHELMERSH & TIMSBURY PARISH COUNCIL

Minutes of the Extra Parish Council Meeting held on Tuesday 17th January 2012 at 7.30 p.m. at the Jubilee Hall, Timsbury.

Present: Parish Councillors, Mr. R. Davis, Mr. J. Rhodes, Mr. D. Cowling, Mr. P. Clarke, Mr. R. Fitzgerald, Mr. B. Lucas, Parish Clerk Mrs. K. Hardy, and 9 members of the public.

Action

Open Period

Mr. Subramanyam expressed his concern that the Sport Club and the Parish Council had not yet reached a point where a lease could be signed.

Mr. Robin Goodland stated that the only outstanding issues were set out in the correspondence from the Sports Club to the Parish Council which would be addressed in this evenings meeting.

Parish Council Chairman, Mr. Bob Davis stated that he would open the meeting at various points in order for members of the Sports Club to speak on certain issues if they so wished.

Open Period Closed

1. Apologies
Helen Palmer

2. Declarations of interest.
Cllr. R. Fitzgerald expressed a personal interest in Sports Club matters, as he lives adjacent to the grounds.
Cllr. J. Rhodes expressed a personal interest in Sports Club matters, as he is a member of the Sports Club.

3. Sports Club Matters

a. Ground Maintenance Plan (Correspondence dated 2nd December 2011)

It was agreed, after discussion, that the Ground Maintenance Plan (current version dated November 2011) would be amended as follows:

- ✓ Item 1: replace “in accordance with recommendations for sports played’ with ’to standard required for general recreation’.
- ✓ Items 1, 5 and 7: Replace ‘fortnightly mow’ with ‘as required and no fewer than 12 mowings per year’.
- ✓ ‘Boxed’ legend at top right: delete. (equipment has been removed and storage is covered by Item 4).
- ✓ Item 4: delete ‘all maintenance equipment…….storage shed’. ;
- ✓ Item 3 and plan legend: arisings to be 'disposed of' rather than 'removed'. Subject to review, the Council has no objection to arisings and trimmings being burnt in a safe and supervised location.
- ✓ Item 10 : Change to ‘Conduct and log weekly Risk Assessment inspections Excluding Playground) and remove hazards. (Note also we need to revise Item 11 which says ‘annual’ inspections of Playground).
- ✓ Item 8: No change agreed. (The Council will discuss whether to retain the existing ‘red’ dog bins and whether to provide new litter bins. Subject to finalisation of the agreement with the Club the PC would cancel the contract with TVBC to empty dog bins))

It was agreed that Cllr Helen Palmer would be asked to update the GMP and that the Clerk would provide the updated version to the Club. KH/HP

b. Preparations for Signing the Lease (Correspondence dated 19th December 2011)

Open Period re - opened

The Chairman asked if the Grounds Maintenance quotation supplied by the Sports Club included cutting the grass around the playground area or behind the cricket nets.
Mr. Robin Goodland confirmed that the quote did not include these two areas.

The Sports Club confirmed that the existing quotation for Ground Maintenance is as per the current GMP with the above amendments.

Open Period Closed

It was therefore agreed that on this basis, the Sports Club's quotation for Ground Maintenance for 2012, in the sum of £1050, be accepted by the Parish Council and that this would be paid in quarterly instalments in arrears. .

The Clerk would write to the Sports Club to confirm acceptance on these terms. KH

c. Pavilion Balustrade (Correspondence dated 20th December 2011)

Open Period Re-opened

Chairman, Bob Davis asked the Sports Club about the club's suggested solution of moving the front wall of the club outwards instead of repairing/replacing the balustrades which were prone to vandalism.

Mr. Robin Goodland stated that this solution would not only prevent repeat damage to the balustrades, but would also go some way in addressing several issues raised by various Sport Governing Bodies with regards to disabled access for example.

Cllr. Davis asked the Club if there were any further repair costs with regards to the pavilion which might be presented to the Parish Council before the Lease was signed or in the future. It was recognised that the Club was concerned that the premises should be in a satisfactory condition at the commencement of the Lease since thereafter it would be the Club's responsibility to maintain it in good condition.

The Sports Club stated that the balustrades and some guttering and roof tile repairs to the store shed are the only repairs currently needed.

It was agreed that the Parish Council and the Sports Club survey the buildings together, to ensure both parties are satisfied with the current condition of the buildings (subject to issues concerning the balustrade and the roof and gutters to the shed). **It was agreed** that this survey take place on Saturday, 21st January at 10am. ALL

Mr. Robin Goodland requested a date be set for the lease signing in order to ensure the insurance policy is in place. No date was agreed but no problem was envisaged in ensuring continuity of insurance – the Council's insurance would not be cancelled until the Club's insurance was in place. *(Note: this would need a letter to the Club since, according to the Lease the Club would (strictly) be in breach if they did not insure immediately).*

Mr. Goodland also requested a copy of the latest fire extinguisher maintenance certificate and electrical inspection certificate to confirm the due-dates for future inspections. KH

Open period closed

It was agreed that the Clerk contact ADT to identify the cancellation terms of the existing fire alarm and extinguisher checks arrangement. KH

It was also agreed that the Clerk arrange an electrical inspection prior to the lease being signed. KH

Open period re-opened

Cllr. Davis asked the Sports Club if there were any further issues at this time.
The Sports Club said that all the issues outstanding had been dealt with at this meeting.

Open Period Closed

4. Chairman's Mandate
Agreed.

5. Additional agenda Items to be included in next month's Parish Council Meeting

6. Dates of future meetings
Parish Council Meeting – Monday, 23rd January

The meeting closed at 8.30pm
Katie Hardy

Parish Clerk,
18th January 2012