



SANDGATE PARISH COUNCIL
Minutes of a Land Assets Management Sub-Committee Meeting held on
Thursday 6th June 2013 at 10am

Present: Chairman
Councillors
Parish Clerk

Cllr Mrs J Holben
R Bliss, R Grundy and T Prater
A Oates

The meeting commenced at 10am

No members of the public attended

1. Apologies for absence - None

2. Declarations of Interest – None

3. Minutes – The Minutes of the meeting held on 25th February 2013 were submitted; it was proposed that they be approved and signed as a correct record.

Proposed by: Cllr R Bliss

Seconded by: Cllr R Grundy

Agreed unanimously.

4. MUGA update

4.1 The parish clerk gave an update on a meeting held the previous week with Stephen Way. SW had signed the Certificate for Payment so the invoice received from WW Martin could now be paid, subject to funds being received from the De Haan Charitable Trust.

4.2 The clerk was requested to inform SW that it should be four benches, not six and they should be of rustic quality.

4.3 Cllr Mrs Holben updated on some changes to the original brief; these included grass slopes instead of steps etc.

4.4 It was expected that, when completed, the project would be slightly over budget but it was felt that this was acceptable given the size and nature of the project.

4.5 The contract and schedule of works needed to be scrutinised and Cllr Grundy offered to do this and get back to the clerk so that it could be signed.

It was proposed that the matters discussed be approved.

Proposed by: Cllr Mrs J Holben

Seconded by: Cllr T Prater

Agreed unanimously

5. LAM budgets

The budget headers and budgets for Area Enhancement Projects (AEP) and LAM Maintenance were discussed. This is attached as *Appendix I*.

6. Toilet block update (*this item was brought forward from item 8 in the agenda*)

6.1 The parish clerk gave an update on the situation with the contractor, Alliance-Douglas. Despite numerous phone messages and emails, the clerk had been unable to obtain any communication

from Simon Grover. She had resorted to contacting Elite, the company that supplied the risk assessment, to try to ascertain if a date had been booked for the work to be carried out. At this stage, a date has not been fixed.

- 6.2 The contract with Alliance-Douglas may need to be terminated and the council then could make a contract direct with Elite to have the Asbestos removed. SW had said that it would be possible to ask WW Martin to then clear away the non-Asbestos material.
- 6.3 The clerk would continue to try to sort out this matter.

7. MUGA opening event

- 7.1 The date of the event would be Sunday 4th August; times: 10am – 5pm.
- 7.2 There would be a fun fair, food, music, dog show etc.
- 7.3 The working group consisted of about 5 – 6 people
- 7.4 The clerk was asked to draw up a list of VIP guests to invite.
- 7.5 Cllr J Holben said that it would be on budget.
- 7.6 Ideas for publicity were in hand.

8. Grounds maintenance

- 8.1 Cllrs Mrs Holben and R Grundy met with the contractor at the Wilberforce Road green. They were happy with Mr Tullitt's work so far and pleased that he wanted to meet the council's expectations of him.
- 8.2 The clerk had been previously been asked to ask Mr Tullitt about his grass cutting methods in respect of picking up or leaving grass to lie on the ground. She had not yet done this.
- 8.3 Members were overall very happy with the grounds maintenance contract and agreed that Mr Tullitt should be informed of all open-air events in advance.

9. Information

- 8.1 The War Memorial needs to be tidied up. The clerk was requested to get some initial costs and to arrange for a stone mason to meet with members on site. This matter should go on the next agenda for full discussion and recommendations.
- 8.2 The Terms of Reference for the sub-committee need to be revisited; this would go on the next agenda.

10. Date of next meeting – to be decided as and when required.

The meeting ended at 11.25am

Signed by the Chairman, Land Assets Management Sub-Committee

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Date.....