

# TWYFORD PARISH COUNCIL

## Minutes of a meeting of the Parish Lands Committee held at Loddon Hall Twyford on Wednesday 8<sup>th</sup> October 2008 at 7.45pm.

**Present:** - Mr J Bowley (Chairman), Mr B Rogers, Mr D Hymers, Mrs K Peck, Mr C Tennant and Ms S Doughty.

In attendance Clerk: Mr J March.

1. **Public Questions** – None

2. **Apologies** – Mr R Mantel.

3. **Declaration of interests in items on the agenda** – None.

4. **Minutes of the meeting held on 3<sup>rd</sup> September** – proposed Ms S Doughty, seconded Mr D Hymers – and approved unanimously.

5. **Matters arising and action points**

5.1 Mrs Peck to speak to the school caretaker about ad hoc arrangements to cover for the Village Ranger. He has agreed to take this on. Agreed the Clerk and Village Ranger to brief him on the work required and ask him to submit an invoice for work carried out so he can be paid as a contractor. Rate of pay to be agreed by Finance Committee.

5.2 The Clerk to arrange for the damaged kerbs in Loddon Hall car park to be replaced. Completed.

5.3 The Clerk to obtain details of equipment and costs for outdoor fitness equipment.

Quote obtained for either two or five pieces of equipment. Two will cost £4150 + VAT and five £11690 +VAT, including installation and safety surface. Agreed the Clerk to check with the Round Table if this is the type of equipment they had in mind and what contribution they are prepared to make towards the cost.

5.4 The Clerk to put the noisy gate at the entrance to KGVR from Hermitage Drive on the agenda of the October meeting. Completed.

5.5 The clerk to place the order for pressure cleaning the paving slabs in Jubilee Corner. Completed.

5.6 The Clerk to reply to Mrs Wilkinson about the hire agreement. Completed.

5.7 The Clerk to place the order with Beechwood Tree Care to trim the Hurst Rd allotment hedge. Completed. Work to be carried out in November.

5.8 The Clerk to obtain details about the recommendations for routine inspections of the skate and ball parks and children's play area and put this on the agenda of the October meeting for further discussion. Completed.

5.9 The Clerk to put replacement of the multi log unit in the play area on the agenda of the October meeting and make enquiries about equipment and grants. Completed.

5.10 The Clerk to put items identified on the annual inspection as requiring further consideration on the agenda of the October meeting. Completed.

5.11 The Clerk to reply to Mrs Holman. Completed.

6. **Clerk and Village Ranger's report on Parish Lands maintenance including:**

6.1 Report on the work of the Village Ranger. He is working through the list of work identified from the annual risk assessment inspection.

6.2 Clerk's report. Risk Assessment – inspection of council property – items requiring further consideration. Details circulated with agenda. Following items discussed and agreed:

Jubilee Corner – dead Ash tree – carried forward for further investigation.

Burial ground – overgrown trees – Clerk to obtain price for trimming.

Loddon Hall car park- trees obscuring light – Clerk to obtain price for trimming.

Stanlake Pavilion – ventilation system – the Clerk to obtain a price to check and repair.

Stanlake – hedge at rear of storage shed – Quote from hedging contractor £590 + VAT. Agreed the Clerk to place the order for this work to be carried out.

Stanlake Lane boundary long branches on trees – Committee members to check.

Wargrave Rd car park – poor condition of surface – monitor.

KGVR open area past Wargrave Rd car park dumped rubbish - the Clerk to write to Longfield Rd residents. Discussion held on use of this area. The Clerk to check with Fields In Trust what is permitted as this area is part of the trust on KGVR.

Paving path across KGVR from children's play area broken slabs – the Clerk to obtain price to lay topping over the existing path.

## **7. Allotments**

7.1 Hurst Rd. – 12 persons on waiting list. With recent tenancy terminations and persons giving up there are 8 vacant plots to offer.

7.2 London Rd. – 7 persons on waiting list and one vacant plot to offer.

On both sites the annual rents are coming in well.

## **8. Millennium Garden, Jubilee Corner, Burial Ground & War Memorial**

8.1 Report on Burials – None.

8.2 Report on Memorials – Arthur Gwynne Jones approved.

## **9. KGVR**

9.1 Skate Park update – there are a number of outstanding items that need resolving urgently. The Clerk to send an e-mail to Mark Redman with a copy to Paul Turrell and Stephen Conway asking for immediate action to be taken.

9.2 Noisy gate at Hermitage Drive entrance. The Village Ranger to investigate if it can be made quieter.

9.3 Routine inspections of children's play area, ball park and skate park. Prices obtained for quarterly inspections as recommended. To be considered as part of the precept setting discussions.

9.4 Replacement of multi-log unit in children's play area. Proposed by Ms S Doughty, seconded by Mr D Hymers that a sub-committee set up to discuss proposals. Agreed unanimously. Members to be Mr B Rogers, Mrs K Peck, Mr C Tennant and Mr J Bowley.

## **10. Stanlake Meadow**

Installation of storage container. Successfully completed.

Repair to fencing at Waltham Rd entrance. Quote obtained from fencing contractor £220 +VAT. Agreed to have the work carried out.

Health Inspector enforcement notice. An inspection has been carried out at Stanlake Pavilion kitchen and the inspector has found there is no hot water supply to the hand washbasin. The Clerk has investigated and found the water heater was turned off because it feeds both this sink and the sinks in the toilets and the water was too hot creating a scalding risk. Agreed the clerk arranges for the system to be checked to see if there is a thermostat that can be turned down.

Faulty panel heaters. The Clerk has received a report that two of the panel heaters in the pavilion are not working. He has arranged for the Village Ranger to check and the electrical supply is healthy. There is a fault within the heaters as the thermostats click on but the heaters do not warm up. Agreed the Clerk to purchase two replacement heaters.

Football and Cricket pitches maintenance schedule – details circulated. Agreed this be put on the agenda of the next meeting for discussion and possible inclusion in the precept requirements.

## **11. Correspondence –**

11.1 Mr D Hymers has received e-mail from Dr Martin Garrard informing him that someone has been netting rabbits on KGVR. Mr D Hymers has replied. No further action required.

## **12. Administrative arrangements while Clerk is on holiday.**

Mrs K Peck agreed to prepare the agenda and minutes. The Clerk to send her the templates.

## **13. Date of next meeting – Wednesday 5<sup>th</sup> November 2008.**

The meeting closed at 10.00 pm.