Minutes of the F&GP committee July 2013


Apologies:- Cllr. Mrs J Lawrey

1. The minutes of the June meeting were approved as a true record and signed accordingly

2. Matters arising from previous meetings

2.1 OVMH documentation ownership being investigated by Cllr. Cracknell. 6.1 DC Continuing

2.2 Assistant clerks contract – Now that a specimen contract has been obtained, the chairman will compose suitable contract and job description 2.5 JEW Continuing

2.3 The response from our MP and the responsible minister regarding Local Council Finance arrangements was less than useful 2.6 Completed

2.4 Rubbish is still being tipped over the fences from Tudor Drive into the Chalk-pit. The Services committee are meeting re this. The Chairman to contact SDC. (Letters sent to all residents on chalk-pit side of Tudor Drive. SDC to investigate dangerous hardcore problem at the top of the chalkpit) 3.5 Completed

2.5 Investigation of replacement clock – passed to Services

2.6 Draft TOR for F&GP still being addressed and the Clerk will contact KALC with a number of queries 5.1 Continuing Clerk

3. General

3.1 An updated cash flow was tabled and agreed.

3.2 Details of receipts and payments to date were tabled and agreed

3.3 It was agreed that the max payment for ALL car park work would be £40k

3.4 A quotation has been received for the painting of the wooden posts around the pond – it was considered to be too expensive and alternative quotations will be sought.

3.5 The clerk to tidy up a few loose ends and issue the Grievance Policy to all Cllrs for discussion and approval. OPC to Vote

3.5 TOR for F&GP – see 2.6

3.6 Parish e-mail and web site – Several topics were discussed following the clerks discussions with KCC and other users.

- Cllr e-mails – the facility could only re-direct e-mails
- It can be set-up and tested before going live
- It can manage archived materials
- Training course 24 July – clerk to attend

4. Cemetery

4.1 A process for grave digging to be formalized and issued to all undertakers 7.1 JV
Minutes of the F&GP committee July 2013

5. Car Park

5.1 The hole left by the tree removal has been cleared and a new surface laid in preparation for the resurfacing

5.2 The contractors have issued a start date of 12 August – the notice in the newsletter has been amended, but the church magazine carries the wrong date

6. Toilets

6.1 All minor repairs have been carried out

6.2 Following the article in last months newsletter, there have only been 11 responses to keep the toilets – hardly overwhelming!

7. Allotments

7.1 A request to fund a skip was not considered appropriate and was turned down in line with the response of previous years. It was felt that the allotment committee should ensure that holders take the responsibility for clearance of their sites.

8. Bus Stop(s)

8.1 Hard standing at Rye Lane – The hard standing has been installed

9. Recreation Grounds/Pond

9.1 The proposed 50yr lease to the tennis Club is still being discussed by the OSA

9.2 A Tree had to be felled in the recreation ground as it was a danger to the public following the collapse of a branch

9.3 Post painting – see 3.4

9.4 A request for a no parking sign at the entrance to Pond House is being investigated

10. School House/Heritage Centre

10.1 It was observed that he gutters need replacing – the clerk to obtain quotes and budget for next year

10.2 It was noted that some of the branches overhanging the Heritage Centre have been removed in line with the planning application

10.3 A hand rail for the back door to the HC is being purpose made at a local metal-working facility

10.4 In order to make the front entrance DDA compliant, it is proposed to remove part of the hedge and taper the existing brick pathway to wards the fire exit. A rubber mat would also be deployed for wheelchair users. The clerk to obtain quotations and budget accordingly

10.5 It was agreed to increase the width of the dropped kerbs outside the office car park. The clerk to obtain quotations and budget accordingly
11. The Chalk Pit

11.1 The rubbish apparently being tipped over the fences from Tudor Drive is being investigated (see 2.4)

12. Other Matters.

12.1 Several letters from NALC/KALC to ministers regarding the setting of budgets for the coming year.

DATE OF NEXT MEETING

The date of the August meeting has been revised to Monday 29th July 2013 at 09.15

There being no other business this meeting was closed at 11.05am

Signed.....................................................Chairman

Dated ............