

CORFE MULLEN PARISH COUNCIL

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COMMUNITY SERVICES COMMITTEE

There is to be a meeting of the above Committee at the Village Hall, Towers Way, Corfe Mullen on Tuesday 11th September 2018 commencing at 7.15 pm.

PLEASE NOTE EARLIER START TIME

K. Blee

Mrs K M Blee
Parish Clerk
5th September 2018

Members of the Committee: Alexander, Dix, Harrison, Anne Holland, Paul Holland, Honeyman, Jefferies and Mattocks.

PUBLIC DISCUSSION PERIOD

Members of the Public will have an opportunity to raise issues pertaining to this agenda before the meeting starts. Each member of the public will be limited to a 5-minute slot.

AGENDA

1. To Receive apologies for absence
2. To Record any declarations of interest
3. To Approve the minutes of the meeting held on 14th August 2018
4. To Approve Accounts for payment
5. To Receive dog warden report for August
6. To Consider additional litter bin provision at the wheel park
7. To Consider suggestion from Carnival Committee regarding Christmas tree and lights
8. Verbal Update on projects and ongoing actions
9. Items of Information and Matters for Forthcoming Agendas
10. To Confirm date and time of next meeting as Tuesday 13th November 2018 at 7.45 pm. *(time subject to change)*

ITEM 3 MINUTES OF LAST MEETING

Minutes of the COMMUNITY SERVICES COMMITTEE held at the Village Hall, Corfe Mullen on Tuesday 14th August 2018 commencing at 7:30pm

Present: - Cllr A Holland – Chairman

Cllrs	Alexander	Harrison	Honeyman	Mattocks
	Cllr. Dix	P Holland	Jefferies	

Officers in attendance: Katrina Blee (Clerk) and Claire Gamble (Assistant Clerk).

PUBLIC DISCUSSION PERIOD

There was one member of the public present.

18/111 Apologies for Absence

There were no apologies for absence.

18/112 Declarations of Interest

There were no declarations of interest.

18/113 Minutes

Cllr Honeyman stated he had not been late, and it was agreed to amend the minutes accordingly. [This was checked after the meeting against the recording of proceedings which confirmed Cllr Honeyman was correctly recorded as arriving slightly late due to the Fun Run, so the Chairman signed the original unamended minutes.]

Nem Con.

18/114 Accounts for payment

The following accounts were agreed for payment: -

PARISH COUNCIL ITEMS		
201057	M B Wilkes - topsoil	23.88
201058	R Evetts - office window clean	9.00
201059	ESPO - toilet rolls	17.42
201060	Mr C Case - reimburse for new shorts	29.55
201061	K9 - security at rec for July	744.00
201062	Ellis Whittam - Renewal (Year 3 of 5) plus insurance	2882.10
201063	PHS - hand towels	19.74
201064	Wessex Fabrications - Springdale road height barrier repair	822.00
201065	Bendcrete - final invoice less retention	87878.70
201066	HMRC - PAYE/NIC Month 5	2098.21
201067	DCPF - Superannuation Month 5	2985.74
utopay	Month 5	8206.90
dd 16.08.18	DCC - waste collections from Rec for July	133.20
dd 17.08.18	S Electric - cemetery chapel	23.92
dd 19.08.18	S Electric - streetlight energy July	49.82
dd 06.08.18	UK Fuels - fuel	70.01
dd 07.08.18	British Gas - office electricity usage May - Jul	127.46
dd 25.08.18	Chubb - fire extinguisher rental g'staff building	16.92

card 03.08.18	Harrod - goal net hooks	75.00
card 03.08.18	Amazon - Stihl oil - 2 x 5l	89.18
	TOTAL	106302.75

VILLAGE HALL ITEMS		
201068	J G Fallon - repair to taps	84.00
201069	Dorset Electrical - emergency lighting repairs	304.80
201063	PHS - annual dust mat contract	966.71
201063	PHS - hand towels	19.74
201059	ESPO - toilet rolls	17.43
dd 15.08.18	Dual Energy - July electricity usage	163.40
	TOTAL	1556.08

Nem Con

The Clerk advised that the repair to the height barrier at Springdale Road will be reimbursed by the driver's insurance company.

The replacement Wheel Park railings will be installed in the next two weeks. A retention of the final invoice is in place for any defects.

18/115 Dog Warden Reports

The dog warden's reports on his patrols of Parish Council sites for June and July were noted.

The warden has advised the Clerk that he will try to vary the times of his visits as much as he is able to within the restrictions of his working times and routes to other sites.

Nem Con

18/116 Notes from Annual Tour of Sites (APPENDIX 1)

The notes were considered, and actions were agreed in accordance with the attached schedule.

In addition to the tour items the Clerk reported that the concrete table tennis table had been delivered and that it has been sited on the tarmac area adjacent to the Wheel Park. The provision of bats and balls was also discussed and the CMSA agreed to ask the tennis coach if he could issue these.

Whilst discussing Springdale Open Space Cllr Harrison reported that the EDDC fire break area to the back of Wickham Drive has been cleared (this is EDDC's responsibility, not the Parish Council's).

18/117 Wheel Park Bins

After discussion it was agreed to defer this item until the September meeting in order that the Clerk can investigate the cost of a solar powered compactor bin.

Nem Con

18/118 Springdale Road Ball Games Area

It was agreed that the Clerk will ask Dorset Wildlife for advice on how to best manage this area which is SSSI.

Nem Con

18/119 Long grass areas at the Recreation Ground

Unfortunately, the farmer who has previously carried this out did not want to cut the hay this year, so the Council's contractor had to be asked to do this and remove it. The total cost was

£1287.60, fortunately the grass was dry and not heavy but even with this the tipping charge was 8.3 tons.

It was agreed that the annual cut should still take place and that if we are unable to find any farmers interested in undertaking the work then it would be again necessary to arrange it with the contractor.

Cllr Jefferies will provide the Clerk with contact details of a local smallholder who may be interested next year if the usual farmer is not.

Nem Con

18/120 Path to Stour View Gardens from The Recreation Ground

There is a grass margin alongside this footpath which is left wild in line with other areas at the recreation ground. It is believed that this has never been cut by the Council, although one resident has cut it to paint his fence and feels that the Council should keep it short. His neighbour wants to put up a fence and thinks the area should be cleared to give them access to their fence and to stop vegetation encroaching on the gardens.

After discussion it was agreed that the Council would continue with the practise of not cutting/clearing these areas. If residents need access for fence installation or maintenance this can be considered upon application to the Council Office. The Clerk will contact the residents to advise.

Nem Con

18/121 Update on The Community Orchard

Cllr Dix reported that despite recent drought conditions the trees have survived although the fruit yield is low.

Wire cages have been removed and only one tree remains with the cage in place. There are some posts still in the ground near some of the trees which have proved too difficult to remove and Cllr Dix asked that the groundsmen see if they are able to remove them.

It was agreed that the Clerk should organise some quotes for professional pruning of the trees to ensure their ongoing health and good fruiting. Cllr Dix provided the Clerk with contact details for one quote.

Nem Con

18/122 CONFIDENTIAL ITEM: Quotations for cemetery works

EXCLUSION OF PRESS AND PUBLIC

It was resolved that: by reason of the confidential nature of the business to be transacted the press and public be excluded during consideration of the following item

Three quotations for installing a new tarmac access road and compound to house a skip at the Cemetery had been obtained.

After examination of the quotes, members decided on the quote submitted by Fletchamooore Ltd in the sum of £13,293.00 plus VAT.

Nem Con

18/123 Items of Information and Matters for Forthcoming Agendas

- a) Christmas Lights – The Clerk advised that she had just received a proposal from the Carnival Committee which will be considered at the Community Service Committee's next meeting. This is realistically going to mean that any festive lighting etc would not in place for Christmas 2018.
- b) Weed Spraying – Members asked the Clerk to make a formal complaint to DDC regarding the unacceptable and largely ineffectual spraying process.

18/124 Date and time of the next meeting

The date and time of the next meeting was confirmed as 11th September 2018 at 7:45pm (time subject to change).

Cllrs Harrison, Anne and Paul Holland tendered their apologies in advance and Cllr Honeyman confirmed that he is available to chair the meeting.

The meeting closed at 9.00pm.

APPENDIX 1

RECREATION GROUND	
Signs	
Replace vehicular gate sign x 2. Keep opening/closing times as 10.30pm and 7.30 am. Include sentence asking to please observe byelaws which can be accessed on our website. Include full contact details including web address	Clerk to arrange
Dog/ litter notice too – take your litter and dog litter home with you or use the bins provided, include details of fine etc. Mention recycling.	Clerk to arrange
Ask K9 to put up a fresh sign.	Clerk to arrange
On pavilion wall next to byelaws put up a sign saying that if you wish to run an event, a group or charged activity on the rec you on the ground permission must be sought and there may be charge. Include full contact details.	Clerk to arrange
Replace play area signs adding full contact details and what to do in an emergency.	Clerk to arrange
Car park lining	
Agreed not necessary at present: defer for one year.	Review on 2019 tour of sites
Erosion by entrance	
Widen slightly and tarmac.	Clerk to arrange
Tarmac repairs	
Two areas identified for small repairs.	Clerk to arrange
Toilet/café block	
Could be put on grass by play area but would mean crossing the road, keep in mind but if recreation ground is reconfigured it would be best to keep car parking on the other side to play areas, toilets and café.	No further action
Play area hedge	
Is slowly reviving following sever pruning	Monitor condition and feed in Spring
Play area	
Replace gates	Clerk to obtain quotations
Baby swing – rubber deterioration is being monitored.	Continue to monitor
Consider replacing the junior multiplay unit – looking a bit sad?	No further action at this stage. If replaced agreed to consider a replacement with an inclusive item of equipment. Two pieces of inclusive equipment have already been installed.
One loose balance beam removed – do not replace as makes the pathway through equipment better.	No further action
Replace 2 x low beams.	Clerk to arrange
Replace 1 x wobble plank.	Clerk to arrange
Replace 1 x foot platform.	Clerk to arrange
Arrange a cable service.	
Replace picnic benches and install surfacing underneath	Clerk to obtain quotations

Arrange repainting of play equipment by contractor.	Clerk to arrange
Install additional surfacing by see saw and patch by 'witch's hat'.	Clerk to arrange
Skate park	
May consider lights in the future. Would have to be timed so as not to disturb residents	Monitor use/whether users look after the area
Table tennis table	
Now in situ next to skate park. No bats and balls provided.	CMSA to ask tennis coach if he would be prepared to be drop off/pick up point for equipment.
Basketball	
Hay cutting	
Farmer not wanting to cut this year, so Council's contractor cut it and removed arisings.	Ask if he wants the hay next year if we arrange the cut or find another farmer. Budget £1300 in case have to do as this year.
Commemorative planting	
Grass outside pavilion could be used for planting, eg poppies	To note if there are future requests
Bulbs are best planted under the tree 'island'.	To note if there are future requests
Outside pavilion	
Railing to be painted: arrange at same time as play area.	Clerk to arrange
Overflow pipes broken off and causing problems to building pointed out: David Mattocks confirms that these are disused overflows and damage to brickwork is old	No further action
Rear patio – ideal area for pavilion extension and/or youth club.	No further action as now no longer an option because the Council has agreed to enter into a licence agreement with a third party for using this land
Guide hut	
End is being used as a goal – could install a MUGA here too. Does not appear to be causing problems for the Guide Hut, although there is erosion on the ground	No further action at this stage, review ground condition on 2019 tour of sites
Grounds staff building	
Extend fencing to match where practice nets were	Clerk to get quotes
Border with Rectory Avenue	
Agreed to remove the chain link fence up to the golden conifer.	Clerk to arrange
Grind out stumps left in situ – trip hazards.	Clerk to arrange
Seating	
Parish ones - should consider recycled plastic ones when replacing, ideally with back	When replacing, Clerk to get quotes for recycled plastic seats and compare to cost of conventional seats
Scouts memorial bench – suggest to them that as they cannot afford it either consider our new policy or we will put one up there in the meantime and then if they want to reinstate a memorial bench can choose a different location.	Clerk to action
CEMETERY	
Signs	
Replace signs and include full contact details including website address	Clerk to arrange
Verge	
Replace dragon's teeth to stop parking on the verge	Clerk to arrange
Parking	
Use A-board for burials at school times.	Clerk to arrange
VILLAGE HALL	
Trees	
Front trees – consider replacing in different location so as not to obscure entrance?	Clerk to obtain quotations if asset transfer goes ahead

Seat	
Paint seat outside.	
Car parking	
Front car park bays for disabled/offloading	No further action at this stage: Clerk to check if planning would be required.
Roof cladding	
Members appraised of cladding clip problem	Clerk to alert roofing contractor who will reinstall clips
CCTV	
Take down CCTV cameras and notices.	Clerk to arrange
Litter in alleyways on Towers Way Estate	
Towers Way alleyway litter – not a council responsibility. Community litter pick would not normally clear fly tipping or vegetation	No further action
TOWERS WAY AMENITY AND PLAY AREA	
Signs	
Replace signs and include full contact details including website address	
Tree	
Report loose branch to EDDC near boundary.	Clerk already actioned and tree's owner has had work done to make safe
Play area	
If we take over the amenity area, we could think about having a larger play area longer term.	To consider if asset transfer of land proceeds
Henbury Play Area	
Refurbishments	
Schedule of refurbishments considered	Clerk to obtain quotations, final schedule to depend on advice from playground companies on solutions
DCC signs and extra gate	
Speak to DCC about private property signs and putting in an extra gate.	Clerk has actioned this and has agreement
Licence	
Query over school-time/term-time use. Due for renewal 2019.	Clerk to seek agreement in principle for extension from DCC prior to proceeding with refurbishments

ITEM 4 ACCOUNTS FOR PAYMENT

PARISH COUNCIL ITEMS		
201078	ESPO - bleach & air freshener	12.05
201079	HMRC - PAYE/NIC Month 6	2106.97
201080	DCPF - Superannuation Month 6	2951.81
autopay	Month 6	8187.89
dd 25.09.18	Chubb - fire extinguisher rental g'staff building	16.92
card 21.08.18	Postage	3.74
card 27.08.18	Super Utensil - wedges for goal posts	30.00
card 280818	Co-op - coffee for councillors	3.00
	TOTAL	13312.38
VILLAGE HALL ITEMS		
201078	ESPO - bin, bleach & air freshener	21.28
201081	Olivers Heating - new filling loop to boiler	106.90
	TOTAL	128.18

ITEM 5 DOG WARDEN REPORT

Month: AUGUST 2018
Parish: CORFE MULLEN
Total Hours: 20.50

Date	Time Started	Time Finished	Comments
1/8/2018	12.00	14.00	Patrolled the Rec. 13 MOP seen with dogs, of which 6 were seen to pick up.
2/8/2018	8.00	10.00	Patrolled Springdale 16 Mop seen with dogs, of which 11 were seen to pick up.
3/8/2018	12.00	13.30	Patrolled the rec. very hot day 34 deg, few dog walkers seen, observed 5 MOP with dogs, of which 3 were seen to pick up.
6/8/2018	9.00	10.30	Patrolled Springdale. 9 MOP seen with dogs of which 5 were seen to pick up.
7/8/2018	8.00	9.00	Patrolled the Rec. 23 MOP seen with dogs, of which 11 were seen to pick up.
9/8/2018	8.15	9.15	Patrolled springdale. 6 MOP seen with dogs, of which 3 were seen to pick up.
14/8/2018	12.45	14.45	Patrolled the Rec, 15 MOP seen with dogs, of which 8 were seen to pick up.
16/8/2018	9.00	10.00	Patrolled Springdale, 6 MOP seen with dogs, of which 3 were seen to pick up.
18/8/2018	13.30	15.30	Patrolled Springdale 7 MOP seen with dogs, of which 4 were seen to pick up, then moved on to the Rec. 10 MOP seen with dogs, of which 6 were seen to pick up.
20/8/2018	7.30	8.30	Patrolled Springdale, 5 MOP seen with dogs, of which 3 were seen to pick up.
22/8/2018	11.45	13.15	Patrolled the Rec, 18 MOP seen with dogs, of which 11 were seen to pick up.
28/8/2018	16.30	18.00	Patrolled Springdale, 11 MOP seen with dogs, of which 5 were seen to pick up.
29/8/2018	13.45	15.15	Patrolled the Rec. 16 MOP seen with dogs, of which 11 were seen to pick up. ONE PERSON WITH 3 DOGS WAS SEEN FAILING TO PICK UP AND GIVEN FPN.
30/8/2018	11.45	12.45	Patrolled outside Parish office, no DFD seem and patrolled Springdale, 5 MOP seen with dogs, of which 3 were seen to pick up.

ITEM 6 LITTER BIN PROVISION

At the last meeting the Clerk recommended the purchase of three bins for the wheel park, one to replace an existing one. Two of these would have a target graphic on them to encourage the use of bins, and one would be an ordinary bin but with the addition of a cigarette butt plate. The three bins would cost a total of £931.68, with the existing bin being relocated elsewhere on the rec. An alternative would be a single dual litter/recycling bin at a cost of £700.

The Committee asked the Clerk to seek costs for a solar compacting bin instead. A quote is still awaited, however an estimated cost for this is £3500 for a single bin.

Grounds staff report that they do desperately need additional bins in this vicinity and the Council is now asked to make a decision.

For consideration.

ITEM 7 CHRISTMAS LIGHTS

Dear Community services Committee Members

You will remember that earlier this year the Carnival Committee approached your committee, to discuss the principals of introducing a Christmas tree and festive lights in the village.

We have received significant support from residents to the idea of introducing what would be the only public festive lights within the village.

The prominent proposed location would ensure that the maximum number of residents and visitors passing through, will see the tree and it will become a hub for small celebrations such as a carol service.

During the past few months we have carried out extensive investigations to establish the options available to us and have held meetings and discussions with the following organisations:

- The Wimborne Bid*
- Wimborne Town Council*
- Canford Cliffs and District residents association*
- Broadstone Christmas parade.*

We have also contacted a number of festive lighting specialists to establish cost and currently the most competitive quote is from LITE Ltd who currently provide and install Wimborne's festive lights.

The cost and implications of providing Festive lights and decorations are considerable but our proposal for 2018 would be as follows:

- 1. Supply, install, connect and remove 20ft Christmas tree with weighted base on the grass land adjacent the Windgreen Garage. (see attached image)*
- 2. Provide trained and competent electrical contractor to install 2,000 24v mini LEDs (total 184watts) using a cherry picker for access.*
- 3. Lights connected to the Parish Council electrical supply within the adjacent power pole.*
- 4. Provide and erect the Carnival Yellow interlocking crowd barrier around the tree for security and insurance purposes.*
- 5. Provide £5m Public Liability insurance cover for the period.*
- 6. Remove on completion*

*The cost to provide the above will be **£5300.***

This cost includes the one off purchase of the lights at a cost of circa £750.

To fund the cost of the lights the Carnival committee will need to raise 85% of the cost from local corporate and personal sponsorship.

The Carnival Committee are also seeking the support of the Parish Council in the following ways:

- Agreement to position the tree on the land adjacent Windgreen roundabout.*
- Free connection to the parish council power pole with free use of the power.*
- A commitment to a financial contribution toward the cost of the installation.*

Based upon your response to the above request, the Carnival Committee will commence an intensive fundraising effort to cover the cost of the installation.

Finally, we will have to confirm our order to the contractor by mid September to guarantee an installation slot.

*Kind regards
David Mills
Chair Corfe Mullen Carnival*



For consideration.