

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 13th November 2018 commencing at 7:45 pm.

K. Blee
Mrs K M Blee
Parish Clerk
6th November 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 11th September 2018
4. To Approve Accounts for payment
5. To Receive dog warden reports for September and October
6. To Receive an update on ongoing projects and agreed actions
7. To Consider provision of seating at the wheel park
8. To Consider public toilet provision at the recreation ground
9. **CONFIDENTIAL ITEM:** To Consider draft licence for pavilion patio
10. Items of Information and Matters for Forthcoming Agendas
11. To Confirm date and time of next meeting as Tuesday 12th February 2019 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 11th September 2018 commencing at 7:45pm

Present: - Vice-Chairman – Cllr Honeyman

Cllrs	Alexander	Harrison	Mattocks
	Dix	Jefferies	

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

PUBLIC DISCUSSION PERIOD

There were no members of the public present.

18/151 Apologies for Absence

Apologies for absence were received from Cllrs Anne and Paul Holland.

18/152 Declarations of Interest

Cllr Harrison declared a non-pecuniary interest in item in 18/143 as he is a member of the Carnival Committee.

18/153 Minutes

The minutes of the meeting held on 14th August 2018 were approved.

Nem Con.

18/154 Accounts for payment

The following accounts were agreed 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

Nem Con

18/155 Dog Warden Reports

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

Nem Con

18/156 Additional litter bin provision at the Wheel Park

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 had 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.

After some discussion Cllr Harrison proposed that a single dual litter/recycling bin be installed at a cost of £700 and its effectiveness would be monitored and reviewed at the next Community Services meeting. This was seconded by Cllr Alexander.

Vote: 4 for 2 against

There was some further discussion and proposals made, but the Clerk and Chairman advised that a proposal had already been carried.

Nem Con

18/157 Provision of Christmas Lights

The Carnival Committee has carried out extensive investigations and provided members with information that was circulated prior to the meeting.

After discussion it was agreed to recommend to Full Council that the suggestion is supported and that:

- 1) DCC is formally requested to grant permission for the land to be used for the Christmas tree and for the Parish Council to upgrade the electric point and assume responsibility for this;*
- 2) Ask DCC what, if any, crowd/protection barriers are necessary and any other conditions;*
- 3) Ask DCC if any signage can be put up temporarily highlighting business/ sponsors;*
- 4) Ask DCC what level of Public Liability would be required;*
- 5) The Parish Council meets the cost of upgrading the electric point and power for the lights;*
- 6) The Parish Council commits to making an annual financial contribution to the scheme.*

Nem Con

Following a suggestion from Cllr Harrison it was further agreed to invite David Mills from the Carnival Committee to the next Full Council meeting to answer any questions members may have.

18/158 Verbal updates on projects and ongoing actions

- a) Wheel Park Railings – The Clerk reported that the Council's project manager is vigilantly chasing this, and it is anticipated that these will be completed in the coming week.*
- b) Henbury Play Area – The Clerk has met with three play equipment contractors at the site but is waiting on DCC to confirm whether the licence for the play area will be renewed next year and under what terms.*
- c) Cemetery Tarmacking - No start date has been received yet.*
- d) Village Hall Tarmacking – Scheduled to start on 24th September.*
- e) Seating at Wheel Park – A request for plain bench seating for parents has been received. The Clerk will look on site with the Head Groundsman and come back to the Committee with suggestions.*

- f) *Ball games area Springdale Road – DWT has advised that the land would be best grazed by cattle/ponies but there may be practical difficulties with this so mowing is the next best option, but with the arisings removed. Their site manager will visit the site shortly and provide further advice to the Clerk.*
- g) *Community Orchard - Cllr Dix reported that there are still some poles and caging to be removed, but it is hoped this will be done shortly ahead of the Autumn grass cut. The Clerk confirmed that the cut was scheduled shortly.*
- h) *Allotment Relocation: Following a question from a member, the Clerk reported that the anticipated sale of the land did not take place in August and the new target date for this legal process to be completed is the end of September. Works to the new site would not start until after this. Full Council in September will be asked to consider whether to issue a further three months' notice to quit or whether to consider varying the tenancy agreement so that only two months' notice is required.*
- i) *Bike Racks at Wheel Park - Cllr Jefferies reported that a request had been made for bike racks at the Wheel Park. Observations will take place to try to ascertain the need.*
- j) *Actions from CS Tour – following a question from Cllr Harrison, the Clerk provided an update on the various actions she had been tasked with following the CS Tour. None are complete yet, but most have been started and she is working through these as time allows.*

18/159 Items of Information and Matters for Forthcoming Agendas

- a) *Beacon Hill Liaison Committee - Cllr Jefferies advised that there is a meeting on 12th September and it is anticipated that details of the planning application and consultation will be notified.*
- b) *Bench at Recreation Ground - Cllr Honeyman enquired about the Scout memorial bench that had become unusable and had to be removed. The Clerk advised that she has asked the Scouts whether they would be happy to allow Parish Council to replace the bench at this popular position and then if in the future they wish to install a replacement memorial bench it could be sited elsewhere at the Recreation Ground. A reply has not yet been received.*

18/160 Date and time of the next meeting

The date and time of the next meeting was confirmed as 13th November 2018 at 7:45pm (time subject to change).

The meeting closed at 9.00 pm.

ITEM 4 ACCOUNTS FOR PAYMENT

PARISH COUNCIL ITEMS		
201112	ESPO - office stationery and new laminator	135.06
201113	M B Wilkes x 2 - topsoil for cemetery	147.66
201114	Play Inspection Company - outdoor inspections play areas	165.60
201115	Cllr P Holland - mileage for DAPTC meeting Lyme Regis	43.20
201116	Phelipps Charity - 17-18 grant	250.00
201117	Cllr E Waterman - mileage for SSE Workshop attendance	15.30
201118	CMVH - office water usage 16.01.17 to 24.10.18	123.30
201119	GLS - black sacks for groundstaff	136.73
201120	Sutcliffe Play South West - play area replacement parts	119.34
201121	Glasdon - recycling bin and seat for skate park area	1303.24
201122	RBL Poppy Appeal - annual donation	50.00
201123	HMRC - PAYE/NIC Month 8	1942.42
201124	DCPF - Superannuation Month 8	2810.33
201125	K9 Security - recreation security for October	744.00

autopay	Month 8	7986.24
dd 19.11.18	S Electric - streetlight energy	51.41
dd 05.11.18	UK Fuels - fuel	30.64
dd 29.10.18	UK Fuels - fuel	63.65
dd 25.11.18	Chubb - fire ext. rental g'staff building	16.92
card 17.10.18	Post Office - stamps	2.02
	TOTAL	16137.06

VILLAGE HALL ITEMS		
201112	ESPO - mop heads	13.68
201126	Active Drainage Solutions - clear blocked drains	63.60
201127	J G Fallon - replace faulty syphon on toilet	72.00
201128	CPS - faulty volume control repair in Small Hall	112.80
dd 15.11.18	Dual Energy - electricity usage October	218.59
	TOTAL	480.67

ITEM 5 DOG WARDEN REPORTS

Month: SEPTEMBER 2018

Parish: CORFE MULLEN

Total Hours: 20

Date	Time Started	Time Finished	Comments
3/9/2018	14.00	15.00	Patrolled the rec. 19 MOP seen with dogs, of which 11 were seen to pick up
4/9/2018	9.30	11.30	Patrolled springdale, 12 MOP seen with dogs, of which 7 were seen to pick up.
5/9/2018	12.15	15.15	Patrolled the Rec. 21 MOP seen with dogs, of which, 13 were seen to pick up. 4 DFD observed.
7/9/2018	10.00	12.00	Patrolled the Rec. 16 MOP seen with dogs, of which 10 were seen to pick up. Patrolled outside Parish Office, no DFD
11/9/2018	9.30	11.00	Patrolled the Rec. 14 MOP seen with dogs, of which 9 were seen to pick up, 5 DFD observed.
12/9/2018	15.30	17.00	Patrolled springdale. 11 MOP seen with dogs, of which 6 were seen to pick up.
13/9/2019	10.00	10.30	Patrolled the Rec, 7 MOP seen with dogs, of which 4 were seen to pick up.
14/9/2019	11.45	12.45	Patrolled Springdale. 12 MOP seen with dogs, of which 8 were seen to pick up.
18/9/2019	7.30	8.30	Patrolled Springdale, 7 MOP seen with dogs, of which 4 were seen to pick up.
18/9/2019	12.00	13.00	Patrolled the Rec. 12 MOP seen with dogs, of which 7 were seen to pick up, 5 DFD observed.
19/9/2019	10.45	12.45	Patrolled Springdale, 10 MOP seen of which 4 were seen to pick up. Gave some dog bags to lady who was walking around picking up other people's dog deposits.
20/9/2019	8.00	9.30	Patrolled Springdale, 11 MOP seen with dogs, of which 5 were seen to pick up. Patrolled the Rec, 21 MOP seen with dogs, 13 were seen to pick up.
24/9/2019	11.15	12.45	Patrolled Springdale, 15 MOP seen with dogs, of which 9 were seen to pick up.
25/9/2019	10.00	11.30	Patrolled Springdale, 23 MOP seen with dogs, of which 11 were seen to pick up.

Month: OCTOBER 2018
 Parish: CORFE MULLEN
 Total Hours: 7.50 (holiday)

Date	Time Started	Time Finished	Comments
25/10/2018	15.45	16.30	Patrolled Springdale. 11 MOP seen with dogs, of which 5 were seen to pick up.
26/10/2018	10.00	12.00	Patrolled the Rec. 14 MOP seen with dogs, of which 9 were seen to pick up. 4 DFD observed. Patrolled around Parish Office, no DFD seen, rescued NO DOGS ALLOWED sign in play area.
29/10/2018	11.00	13.00	Patrolled Springdale. 14 MOP seen with dogs, of which 6 were seen to pick up. Gave a warning to a dog owner who took too long to pick up, wasn't paying attention. Gave a warning to another dog owner who did not have her dog under control, it was running around all over the place not obeying the comeback call, suggested she keep it on a lead in future as it doesn't listen.
20/10/2018	14.30	15.30	Patrolled the Rec. 12 MOP seen with dogs, of which 5 were seen to pick up, 2 DFD observed.
31/10/2018	12.30	13.30	Patrolled Springdale, 7 MOP seen with dogs, of which 3 were seen to pick up.

ITEM 6 PROJECTS AND ACTIONS

Community Orchard	Verbal report to be provided.
Christmas Tree	Order placed for pillar upgrade. Quote is outstanding for electricity connection (expected by 22.11.18)
Wheel Park railings	Replacement railings completed 02.11.18
Wheel Park bin	Bin delivered 01.11.18. Expected date of installation of concrete pad w/c 12.11.18: Expected date of installation: week commencing 26.11.18
Henbury Play Area	In-principle verbal agreement from Dorset County Council to renew licence and that the play area can be open to the public usually at all times, with the School temporarily closing it whilst using it. Playground companies can now be contacted regarding a refurbishment of the play area.
Cemetery 'spoil skip' area	Tarmac/compound works to commence 12 th November.
Bench to replace Scouts memorial seat	Seat delivered 01.11.18. Expected date of installation: week commencing 19.11.18

Tour actions	
Recreation ground	
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	Signs on order
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.	Sign on order
Ask K9 to put up a fresh sign.	Done
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 recreation ground permission must be sought and there may be a charge. Include full contact details.	Sign on order
Replace play area signs adding full contact details and what to do in an emergency.	Sign on order
Erosion by entrance	
Widen slightly and tarmac.	Expected date of completion 23.11.18

Tarmac repairs	
Two areas identified for small repairs.	Expected date of completion 23.11.18
Toilet/café block	
Play area	
Replace gates	One quotation received so far
One loose balance beam removed – do not replace as makes the pathway through equipment better.	Quotation received. For consideration.
Replace 2 x low beams.	Quotation received. For consideration.
Replace 1 x wobble plank.	Quotation received. For consideration.
Replace 1 x foot platform.	Quotation received. For consideration.
Arrange a cable service.	Cable checked, no servicing required. Damaged Seat and sleeve delivered. Installed.
Replace picnic benches and install surfacing underneath	One quotation received so far
Install additional surfacing by see saw and patch by 'witch's hat'.	One quotation received so far
Outside pavilion	
Railing to be painted: arrange at same time as play area.	Quotation received. For consideration.
Grounds staff building	
Extend fencing to match where practice nets were	Quotation received. For consideration.
Border with Rectory Avenue	
Agreed to remove the chain link fence up to the golden conifer.	This will be done sometime over the winter period.
Grind out stumps left in situ – trip hazards.	To be done when tree works are done in 2019.
CEMETERY	
Signs	
Replace signs and include full contact details including website address	Signs on order
Verge	
Replace dragon's teeth to stop parking on the verge	Quotation awaited.
TOWERS WAY AMENITY AND PLAY AREA	
Signs	
Replace signs and include full contact details including website address	Signs on order

Summary of quotations to consider:

Recreation ground – repairs to obstacle course	£1280 plus VAT
Recreation ground - painting of play area and pavilion railings	£2450 + VAT.
Grounds staff building – fence extension	£1960 + VAT

In addition, the following quotations have been sought for the Committee's consideration:

Recreation ground - Concrete pad for council waste bins	£520 + VAT
Recreation ground – continuation of concrete pad from above area along the back of the ground staff building (currently from back door you step on to mud)	£1740 + VAT

ITEM 7 WHEEL PARK SEATING

The Clerk and Head Groundsman have looked at possible locations for seating and suggest two on the grass side and one on the opposite side.

The cost of three seats would be £1124.76 +VAT. Estimated cost of concrete pads for these would be in the region of £900.

ITEM 8 PUBLIC TOILETS AT THE RECREATION GROUND

The Council currently has two toilets for public use at the recreation ground, attached to the front of the pavilion. There are a number of issues of concern:

- Cleaning can only take place on each weekday morning with existing staff, there is no weekend cleaning;
- The cubicles are so small it is difficult for both a parent and a toddler to fit in;
- There are no nappy changing facilities;
- The small cubicles also mean that the fitting of towel or soap dispensers is impractical;
- Despite a timed lock, the cubicles are still vulnerable to vandalism at quiet times, with toilets being blocked with toilet paper, or worse, or cubicles flooded as taps are deliberately left on;
- Two cubicles are insufficient for the numbers of visitors to the recreation ground;
- There is no disabled toilet facility.

The Council arranges the repainting of the cubicles from time to time but otherwise there is little scope for improvement. The Committee is therefore asked to consider planning for investing in a purpose-built block which could be serviced by a contractor seven days per week. The erection of the block could be included in the capital programme and the additional costs of cleaning, servicing, repair and maintenance included in the revenue budget.