

# CORFE MULLEN PARISH COUNCIL

Telephone: 01202 698600  
Email: [katrinablee@corfemullen-pc.gov.uk](mailto:katrinablee@corfemullen-pc.gov.uk)



## COMMUNITY SERVICES COMMITTEE

There is to be a meeting of the above Committee at the Village Hall, Towers Way, Corfe Mullen on Tuesday 12<sup>th</sup> February 2019 commencing at 8.00 pm.

*K. Blee*  
Mrs K M Blee  
Parish Clerk  
5<sup>th</sup> February 2019

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

**PLEASE NOTE LATER START TIME**

### 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 13<sup>th</sup> November 2018
4. To Approve Accounts for payment
5. To Receive dog warden reports for November, December and January
6. To Receive an update on ongoing projects and agreed actions
7. To Consider purchase of additional plug plants for the wildflower meadow
8. To Consider whether to pursue the idea of a flagpole in the village
9. Items of Information and Matters for Forthcoming Agendas
10. To Confirm date and time of next meeting as Tuesday 12<sup>th</sup> March 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 13<sup>th</sup> November 2018 commencing at 8.10 pm**

**Present:** - Chairman – Cllr A Holland

Cllrs	Alexander	Harrison	Honeyman
	Cllr. Dix	P Holland	Mattocks

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

#### **PUBLIC DISCUSSION PERIOD**

There was one member of the public present.

#### **18/225 Apologies for Absence**

Apologies for absence were received from Cllr Jefferies.

#### **18/226 Declarations of Interest**

There were no declarations of interest.

#### **18/227 Minutes**

The minutes of the meeting held on 11<sup>th</sup> September 2018 were approved.

Nem Con.

#### **18/228 Accounts for payment**

The following accounts were agreed for payment:

<b>PARISH COUNCIL ITEMS</b>		
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
	<b>TOTAL</b>	<b>16137.06</b>
<b>VILLAGE HALL ITEMS</b>		
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
	<b>TOTAL</b>	<b>480.67</b>

Nem Con

### 18/229 Dog Warden Reports

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

Nem Con

### 18/230 Verbal updates on projects and ongoing actions

- a) Community Orchard – Cllr Dix reported that the grass has been cut and that wire surrounds have been removed from all except the remaining vulnerable trees, some smaller protection has been put in place on the remaining trees. The Clerk has contacted a potential pruner and is waiting to hear back.
- b) Christmas Tree/Lights – The order has been placed to upgrade the electricity supply at Windgreen, however, it is anticipated that the work will not take place in time for this Christmas and that this project will complete in 2019. A quotation for the electrical connection is still awaited.
- c) Wheel Park Railings – The repairs have now been completed and the Wheel Park is now entering into the 3-month defect period and will be monitored closely during that time.
- d) Wheel Park Bin – The concrete pad has not been completed as yet, but once with is done installation will take place as soon as possible.
- e) Henbury Play Area – Verbal agreement has been received from Dorset County Council to renew the licence and that the play area can be open to the public apart from when the School temporarily close it.

The Clerk will contact Playground companies regarding a refurbishment of the play area but was asked to ensure written agreement from the County Council is in place first.

- f) Cemetery 'spoil skip' area – Tarmac/compound works to commence on 15<sup>th</sup> November.
- g) Bench to replace Scouts memorial seat – This has been delivered and it is anticipated that it will be installed the week commencing 19<sup>th</sup> November.

<b>Tour actions</b>	
<b>Recreation ground</b>	
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
<b>Erosion by entrance</b>	
Widen slightly and tarmac.	Expected date of completion 23.11.18
<b>Tarmac repairs</b>	
Two areas identified for small repairs.	Expected date of completion 23.11.18
<b>Toilet/café block</b>	
<b>Play area</b>	
Replace gates	One quotation received so far
One loose balance beam removed – do not replace as makes the pathway through equipment better.	One quotation received so far
Replace 2 x low beams.	One quotation received so far
Replace 1 x wobble plank.	One quotation received so far
Replace 1 x foot platform.	One quotation received so far
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
<b>Outside pavilion</b>	
Railing to be painted: arrange at same time as play area.	One quotation received so far
<b>Grounds staff building</b>	
Extend fencing to match where practice nets were	One quotation received so far
<b>Border with Rectory Avenue</b>	
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.
<b>CEMETERY</b>	
<b>Signs</b>	
Replace signs and include full contact details including website address	Signs on order

<b>Verge</b>	
Replace dragon's teeth to stop parking on the verge	Quotation awaited.
<b>TOWERS WAY AMENITY AND PLAY AREA</b>	
<b>Signs</b>	
Replace signs and include full contact details including website address	Signs on order

The Clerk explained the difficulties in acquiring three quotes for some of the above projects. Members asked that she continues to seek the three quotes and takes these to Full Council meetings as the next Community Services meeting is not until February 2019.

It was also agreed that three quotes should be sought for the following and taken to Full Council: -

a)	Recreation ground - Concrete pad for council waste bins.
b)	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).

Nem Con

#### **18/231 Wheel Park Seating**

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

One quotation has been received and it was agreed that the Clerk should seek two further quotations and take this to Full Council.

Nem Con

#### **18/232 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 currently arranges the repainting of the cubicles from time to time but otherwise there is little scope for improvement.

The Committee agreed that the provision of a purpose-built block should be investigated. This 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. Various possible funding opportunities will also be explored.

Nem Con

At this point the Chairman suspended the meeting to allow a member of public to address the Committee as she had not realised that he wished to comment during public discussion period.

The member of the public asked for information regarding dog warden enforcement and this was provided by The Clerk.

**18/233 CONFIDENTIAL ITEM: Draft licence of Pavilion Patio**

**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.**

The draft licence was reviewed and subject to some minor amendments it was approved.

It was also agreed that Mini Munchkins Ltd should be asked to contribute 50% towards the legal costs.

Nem Con

**18/234 Items of Information and Matters for Forthcoming Agendas**

- a) Cllr Dix asked when the replacement heather would be planted at the Windgreen Roundabout. The Clerk advised that this would be carried out in the forthcoming week, weather permitting.
- b) Cllr Dix requested an update on the possibility of a bus shelter near Corfe View Road. The Clerk advised that she is expecting to meet with Susan Hetherington DCC, and this item would be discussed.
- c) Cllr Dix reported that at the Stour View entrance to the recreation ground the wooden staggered barrier makes it difficult for wheelchair users to access. This is exacerbated by an overgrown hedge. The Clerk will look at this and report back.
- d) Cllr B Honeyman suggested that a Petanque area at the recreation ground be considered along with the provision of adult gym equipment in the future. This was noted for consideration when facilities are being reviewed.

**18/235 Date and time of the next meeting**

The date and time of the next meeting was confirmed as Tuesday 12<sup>th</sup> February 2018 at 7:45pm (time subject to change).

The meeting closed at 8.55pm.

**ITEM 4 ACCOUNTS FOR PAYMENT**

PARISH COUNCIL ITEMS		
201177	Booker Construction - concrete base for bin at rec	384.00
201178	Woodlands Nursery - pruning works at orchard	336.00
201179	Longham Garden Machinery - strimmer line	28.50
201180	Ashley Security - rec toilet door lock repair	197.46
201181	Scottish & Southern - re Windgreen Christmas tree power connection	2847.76
201182	K9 Security - security at recreation ground for January	768.00
201183	HMRC - Month 11	1862.39
201184	DCPF - Superannuation Month 11	2801.34
autopay	Month 11	7871.14
dd 25.01.19	Gazprom - final bill for office electricity (01.05.18 - 14.05.18)	221.79
dd 08.02.19	Siemens copier quarterly lease rental & annual service fee	390.00
dd 25.02.19	Chubb - fire ext. rental g'staff building	16.92

dd 04.02.19	UK Fuels - fuel	97.78
dd 23.01.19	BT - quarterly rental & phone charges	457.30
card 22.01.19	amazon - padlocks for rec & cem	85.59
card 16.01.19	Post Office - stamps	2.02
card 25.01.19	Post Office - stamps	67.00
	<b>TOTAL</b>	<b>18434.99</b>

<b>VILLAGE HALL ITEMS</b>		
201177	Booker Construction - clear, grade & topsoil rear of VH	552.00
201185	Olivers Heating - trace leak in VH system	240.00
dd 24.01.19	TalkTalk - quarterly broadband charge	46.48
card 04.01.19	Post Office - stamps	2.80
card 08.01.19	Amazon - Ugreen group - microphone extender cables	17.98
	<b>TOTAL</b>	<b>859.26</b>

## ITEM 5 DOG WARDEN REPORTS

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

Date	Time Started	Time Finished	Comments
1/11/2018	10.45	12.45	Patrolled Springdale, 11 MOP seen with dogs.
2/11/2018	10.00	12.00	Patrolled the Rec. 21 MOP seen with dogs, of which 12 were seen to pick up.
5/11/2018	11.30	13.30	Patrolled Springdale, 9 MOP seen with dogs, of which 4 were seen to pick up.
6/11/2018	16.15	17.15	Patrolled the Rec, 16 MOP seen with dogs of which 9 were seen to pick up.
7/11/2018	11.00	12.00	Patrolled Springdale, 7 MOP seen with dogs, of which, 4 were seen to pick up.
8/11/2018	9.00	10.30	Patrolled the Rec. 17 MOP seen with dogs, of which 10 were seen to pick up., 4 DFd observed
12/11/2018	13.30	14.30	Patrolled Springdale, 7 MOP seen with dogs, of which 3 were seen to pick up. One dog walker had 5 dogs and picked up after all of them, as I walked behind her.
15/11/2018	9.30	10.30	Patrolled the Rec. 14 MOP seen with dogs, of which 8 were seen to pick up.
19/11/2018	14.30	15.30	Patrolled Springdale. 5 MOP seen with dogs, of which 3 were seen to pick up.
21/11/2018	14.15	15.15	Patrolled the Rec. Pouring with rain. 8 MOP seen with dogs, of which 4 were seen to pick up.
22/11/2018	16.15	17.15	Patrolled Springdale, 12 MOP seen with dogs, of which 5 were seen to pick up.
23/11/2018	10.30	11.30	Patrolled the Rec. 16 MOP seen with dogs, of which 9 were seen to pick up, 4 DFD observed.
26/11/2018	13.15	14.45	Patrolled Springdale, 12 MOP seen with dogs, of which 5 were seen to pick up. One dog owner was slow to pick up after his dog fouled, he was eating Fish & Chips on the bench. He saw me approaching the spot when he got up and picked it up.

27/11/2018	14.00	15.30	Patrolled the Rec, pouring with rain, 69MOP seen with dogs, of which 5 were seen to pick up.
28/11/2018	12.30	14.00	Patrolled Springdale. 6 MOP seen with dogs, of which 2 were seen to pick up.
29/11/2018	13.30	14.00	Patrolled the Rec. 4MOP seen with dogs, of which 2 were seen to pick up.

Month: December 2018  
Parish: CORFE MULLEN  
Total Hours: 20

Date	Time Started	Time Finished	Comments
3/12/2018	13.14	14.15	Patrolled Springdale. 14 MOP seen with dogs, of which 6 were seen to pick up.
4/12/2018	15.30	17.00	Patrolled the Rec. 16 MOP seen with dogs, of which 9 were seen to pick up.
5/12/2018	9.30	11.30	Patrolled the Rec. 12 MOP seen of which 5 were seen to pick up.
6/12/2018	10.30	12.00	Patrolled Springdale. 11 MOP seen with dogs, of which 4 were seen to pick up.
10/12/2018	11.00	13.00	Patrolled the Rec. 18 MOP seen with dogs, of which 9 were seen to pick up.
11/12/2018	9.00	10.30	Patrolled Springdale, 14 MOP seen with dogs, of which 7 were seen to pick up.
12/12/2018	16.15	17.15	Patrolled the Rec, 14 MOP seen with dogs, of which 6 were seen to pick up.
17/12/2018	13.00	14.30	Patrolled Springdale, 12 MOP seen with dogs of which 5 were seen to pick up.
18/12/2018	11.45	13.15	Patrolled the Rec.13 MOP seen with dogs, of which 6 were seen to pick up.
19/12/2018	12.15	13.45	Patrolled Springdale. 4 MOP seen with dogs.
20/12/2018	15.45	17.15	Patrolled the Rec. 14 MOP seen with dogs, of which 6 were seen to pick up.
21/12/2018	13.00	14.30	Patrolled Springdale, 11 MOP seen with dogs, of which 6 were seen to pick up.
27/12/2018	12.00	13.00	Patrolled the Rec. 8 MOP seen with dogs, of which 4 were seen to pick up.

Month: JANUARY 2019  
Parish: CORFE MULLEN  
Total Hours: 21

Date	Time Started	Time Finished	Comments
2/1/2019	9.00	11.30	Patrolled Springdale. 12 MOP seen with dogs, of which 5 were seen to pick up.
3/1/2019	12.15	14.15	Patrolled the Rec. 21 MOP seen with dogs, of which 9 were seen to pick up, 5 DFD observed.
7/1/2019	9.00	11.00	Patrolled Springdale. 14 MOP seen with dogs, of which 7 were seen to pick up. An elderly lady with 2 dogs did not pick up after the second one had fouled, she just looked around, only when she saw me walking towards the spot did she pickup.
8/1/2019	11.00	12.30	Patrolled the Rec. 18 MOP seen with dogs, of which 7 were seen to pick up.
11/1/2019	10.15	12.15	Patrolled Springdale, 15 MOP seen with dogs, of which 5 were seen to pick up.
14/1/2019	12.30	13.30	Patrolled the Rec. 11 MOP seen with dogs, of which 6 were seen to pick up.



17/1/2019	12.15	13.45	Patrolled Springdale, 9 MOP seen with dogs, of which 5 were seen to pick up.
21/1/2019	10.30	12.00	Patrolled the Rec. 14 MOP seen with dogs, of which 8 were seen to pick up.
22/1/2019	9.00	10.30	Patrolled Springdale, 8 MOP seen with dogs, of which 3 were seen to pick up.
24/1/2019	14.45	16.15	Patrolled the Rec. 18 MOP seen with dogs, of which 8 were seen to pick up.
28/1/2019	10.00	11.30	Patrolled Springdale, 12 MOP seen with dogs, of which 5 were seen to pick up.
29/1/2019	15.00	16.30	Patrolled the Rec, 14 MOP seen with dogs, of which 4 were seen to pick up, 5 DFD observed.
30/1/2019	10.45	11.45	Patrolled Springdale, 9 MOP seen of which 4 were seen to pick up.

## ITEM 6 UPDATE ON PROJECTS/AGREED ACTIONS

<b>Orchard</b>	Community Orchard – The pruning has been carried out. Some protection still remains on some trees.
<b>Christmas tree</b>	Christmas Tree/Lights – The order has been placed to upgrade the electricity supply at Windgreen and for the connection works, after which all should be ready for the Carnival Committee to install a tree for 2019.
<b>Wheel park bin</b>	Installed. Old one had to be removed as both outer and inner sections had broken.
<b>Henbury Play Area</b>	Written confirmation of intention to renew licence received from Dorset County Council. Council has resolved to up the budget for refurbishments to £35,000. Due to time pressures Clerk not published on Contracts Finder yet.
<b>Cemetery compound</b>	Complete and skip in situ. Will cost £220 + VAT for each skip used.
<b>Seat to replace scouts' memorial bench</b>	Installed.
<b>Replacement signs at sites</b>	There was a delay in deciding on one or two signs, so the order has just been placed. Will be installed in-house once received.
<b>Minor tarmac works at rec</b>	Completed.
<b>Rec play area repair works and repainting</b>	Quotations still being sought (two received so far).
<b>Repainting of pavilion railings</b>	Quotations still being sought (one received so far).
<b>Fencing at grounds staff building</b>	Two quotations received so far.
<b>Section of chain link fence on boundary at rec with Rectory Avenue</b>	Now removed as agreed.
<b>Stump removal at rec</b>	To be done as part of triennial tree works
<b>Cemetery verge – dragon's teeth</b>	Quotations outstanding.

## ITEM 7 WILDFLOWER MEADOW

In order to continue to try to improve the meadow and increase the proportion of flowering wildflower plants to ordinary grass it is recommended to again purchase some plug plants. This has worked well following the initial sowings when the meadow was first installed.

The Clerk has been in touch with a company which supplies these and suggests the following is purchased:

Field scabious x 50	£43.50
Kidney vetch x 50	£43.50
Lesser Knapweed x 50	£43.50
Musk Mallow x 50	£43.50
Ox eye Daisy x 50	£43.50
White campion x 50	£43.50
Betony x 50	£43.50
Teasel x 50	£43.50
Lady's bedstraw x 50	£43.50
Selfheal x 50	£43.50
Total	£435.00 + VAT

**For decision.**

#### **ITEM 8 FLAGPOLE**

The Committee previously expressed an interest in exploring the idea of having a flagpole somewhere in the village. The Clerk has obtained an indicative quotation (supply only) for a 6m glass fibre pole which would be in the region of £270 plus VAT.

Before proceeding, the Committee would first have to decide on a suitable location and consider what uses the flagpole would have.

**For consideration.**

#### **ITEM 9 ITEMS OF REPORT – *verbal report***

#### **ITEM 10 DATE AND TIME OF NEXT MEETING**

The next meeting will be held on Tuesday 12 March at 7.45 p.m. (time subject to change).