

Minutes of the COMMUNITY SERVICES COMMITTEE held at the Village Hall, Corfe Mullen on Tuesday 13th 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 11th September 2018 were approved.

Nem Con.

18/228 Accounts for payment

The following accounts were agreed 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

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 15th November.
- g) Bench to replace Scouts memorial seat – This has been delivered and it is anticipated that it will be installed the week commencing 19th November.

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.	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
Outside pavilion	
Railing to be painted: arrange at same time as play area.	One quotation received so far
Grounds staff building	
Extend fencing to match where practice nets were	One quotation received so far
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

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 12th February 2018 at 7:45pm (*time subject to change*).

The meeting closed at 8.55pm.

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