#  Great Waltham Parish Council

Clerk, W J Adshead-Grant, The Parish Office, Great Waltham Village Hall (Houlton Hall) , South Street, Great Waltham, Essex CM3 1DF Telephone 07880717329

E Mail: clerk@greatwalthamparishcouncil.co.uk Website: https://e-voice.org.uk/greatwalthamparish

Minutes of the Meeting of the Recreation Committee at The Parish Office, Great Waltham Village Hall (Houlton Hall), South Street, Great Waltham on Monday 6th January 2020.

1. Chairman’s Welcome

Chair: Martin

Cllrs; Jenkins, Palmer, Jackson, Gilbert, Steel and Huggins

1. Apologies for Absence

Cllr Bloomfield

1. Declarations of interests (existence and nature) regarding items on the agenda.

Items 6 and 7 –Cllr Palmer and Jackson (Allotments Holders)

1. To consider any dispensations required to transact the business on the agenda.

Cllr Palmer and Jackson to discuss items 6 and 7

***Resolution Dispensation confirmed***

1. Public Participation session with respect to items on the agenda.

No members of the Public

1. Allotment Reports
2. Report of the current situation regarding vacant plots and actions to improve occupancy.

Brook Mead Allotment site 3 Vacant plots – Which can be reduced in size

Bury Lane Allotment site 5 Vacant plots – Which can be reduced in size

Resolution: Cllr Palmer to write an article for the March edition of the Parish News on the benefits, facilities, pictures,

(b) Update on next steps at Bury Lane allotments

* Container – Delivery booked Tuesday 7th Jan
* Tidiness of the site – Reasonable state

***Resolution Cllr Palmer to Inspect monthly and advise Clerk of any issues.***

* Water Provision – No issues.
* Provision of Notice Board and Plot Plans

***Resolution Clerk to Arrange Plot Plans***

***Resolution Handyman to create noticeboard from donated Noticeboard (from Village Hall)***

* Provision of Plot Markers

***Resolution Once Plot Plan issues to Notice board Cllr Palmer to purchase Markers.***

* Condition of Vacant Plots

***Resolution Clerk to Confirm with Handyman on status of covers.***

***Resolution Clerk to purchase additional covering material if required.***

 (c) Update on next steps at Brook Mead allotments

* Tidiness of the site – Inspection regime and Notices to be created for non-use.

***Resolution Cllr Jackson to Inspect monthly and advise Clerk of any issues.***

* Water Provision

***Resolution Clerk to arrange repair of the One leaking container***

* Provision of Notice Board and Plot Plans

***Resolution Clerk to Arrange Plot Plans***

***Resolution Handyman to create noticeboard from donated Noticeboard (from Village Hall)***

* Provision of Plot Markers – Cllr Palmer

***Resolution Once Plot Plan issues to Notice board Cllr Palmer to purchase Markers.***

* Condition of Vacant Plots – Cllr Jackson – Cover the three plots.

***Resolution Clerk to Confirm with Handyman on status of covers.***

***Resolution Clerk to purchase additional covering material if required.***

1. Review the revised allotment agreement to start from April 2020.
* Current Allotment Holder
* Chemical usage
* Harassment and discrimination policy
* Notifiable Weeds and Insects

***Resolution: Clerk to share draft.***

1. Update on the funding for the M.U.G.A. for GW.

Currently the plan is to use CIF £3000 and Parish Funds £3000.

***Resolution Look at other funding bodies while waiting on CIF opening for 2020***

1. Update on the M.U.G.A. for Ford End.

Waiting on a review for the Recreation strategy.

1. Recreation Facilities strategy review

***Resolution Defer until after the February Strategic Review – 10th February.***

1. Update and discuss options for Great Waltham Senior Pitch.

***Resolution Feed and weed each ground each year.***

***Resolution Maintain as a Recreation Field with option to go back to a football pitch if we have a team***

1. Update on the Great Waltham Mini Pitch

***Resolution Move the posts back to the original sites as the ground has rested.***

***Resolution Clerk to Purchase Topsoil to fill the bigger holes in the pitch.***

***Resolution Handyman to Grass seed the mini pitch in Spring***

1. Update and discuss options for the Great Waltham Changing Rooms.
* Toilets required for play in the Park
* Reconfigure the space as an amenity space
* New Roof – self-supporting on the external walls
* Replace the rotten windows

***Resolution Cllr Martin to agree spec Clerk to get quotes.***

1. Discuss the 2020 Play in the Park dates and arrangements.

Slight overspend on the budget.

Tuesday 11th August – All day, Wednesday 19th August Am , Wednesday 26th August Am.

***Resolution : The events to be advertised in the months before August and advertise along the dates for children under the age of 11.***

1. Update on Recreation Ground Security.

Missing part of the pedestrian post.

Wooden post at Ford End to be fixed.

***Resolution Clerk to get replacement missing internal post.***

***Resolution Wooden post at Ford End to be made more solid.***

1. Update on the New Grounds maintenance Contract with JCM.

No issues Raised.

1. Discuss the Rospa report and the works highlighted.

***Resolution Noted that Some wet pour item outstanding – Clerk to get quotes.***

***Resolution The Parish Council should be grading the current play equipment to help budget replacements.***

1. Update on the Green Waste Collections.

***Resolution Current process to continue as no viable alternative identified.***

1. Works outstanding on Rospa report.

Duplicated Item

1. Budget Review for 2019/2020 – Recreation related

No major concerns. The Remaining Balances will move to the general reserve.

Review in detail and the end of the financial year. Some scope to consolidate headings.

Meeting Closed 22:11

Will Adshead-Grant

Clerk to the Council

Cllrs Steel, Jackson, Palmer, Martin, Huggins, Jenkins and Bloomfield.