



Stratfield Mortimer Parish Council

Minutes of the Fairground, Trees and Amenities Committee Meeting

held on Thursday 26th April 2018 @ 7:00 pm

at The Parish Council Office, 27 Victoria Road, Mortimer. RG7 3SH

Present:

Councillors: Cllr. N. Kiley (Chairman), Cllr. J. Bull, Cllr. P. Challis, Cllr. C. Lewis, Cllr. P. Wingfield.

Clerk: Lynn Hannawin – Deputy Parish Clerk

Assist. To the Clerk: Bernise O'Reilly

Public/Press: No members of the public and no members of the press present.

18/21	Public Questions: None	NK
18/22	To receive any apologies for absence: Apologies were received from Cllr. M. Dennett and Cllr. A. Richardson	NK
18/23	To receive any declarations of interest and dispensations: None	NK
18/24	To receive and approve the minutes for the Fairground, Trees and Amenities Committee meeting held on Tuesday, 20th March 2018: The minutes were received and APPROVED to be signed as a true record of the meeting.	NK
18/25	To agree to delegate minor repairs to the Fairground equipment to the Chairman and the Clerk under Financial Regulations 4.1: It was unanimously AGREED to delegate minor repairs to the Chairman and the Clerk under Financial Regulations 4.1.	NK
18/26	To receive an update on the repairs to the playground equipment and MUGA and to agree a solution for the vandalised Spica, broken Swing Dome and Gyro Spiral. The Deputy Clerk's update on the repairs to the playground equipment and MUGA was received and noted. <ul style="list-style-type: none"> • Order placed with Proludic for repair of Hip Hop (rotating see-saw) • Order placed with Kompan for repair of 2 Spicas • Order placed with Kompan for repair of Giant Nest Swing • MUGA panels to multi-purpose playground repaired and Order placed for repainting. <p>After discussion, the Deputy Clerk was requested to look into the setting up of maintenance agreements with the suppliers of playground equipment in order to avoid the long delays associated with these repairs.</p>	NK/ Deputy Clerk
18/27	To review the quotations for the Grounds Maintenance Contract and decide on the action to be taken.	NK

	Deputy Clerk reported that specifications have been sent out for quotation and awaiting response. It was proposed by Cllr. P. Wingfield and unanimously AGREED to extend the current contract with the current supplier for the remainder of 2018 and to look into revised specifications over the next few months in order to set up a new tender process under the terms of the new Committees.	Deputy Clerk
18/28	<p>To agree a management plan for the ponds and Fairground</p> <p>The Chairman advised that we await the new ecology report before moving forward but, in the meantime, both he and Cllr. P. Wingfield saw Berks, Bucks & Oxon Wildlife Trust (BBOWT) and received advice on trees around the memorial pond and information on mats impregnated with seeds that could be laid around edges of the pond. BBOWT also recommended that the ecological strip should be cut back to allow for regrowth.</p>	NK PW
18/29	<p>To receive an update on the fencing works for Hammonds Heath and the conservation area.</p> <p>An update was received from the Chairman/Deputy Clerk and a purchase order has been placed with Mortimer Maintenance with work due to be carried out from mid-May. The Fairground Trust has been informed of the work scheduled and the Chairman/Deputy Clerk will supply them with regular updates.</p>	NK Deputy Clerk
18/30	<p>To receive an update on the Fairground car park railings work.</p> <p>The Deputy Clerk advised that the railings have been repaired and repainted.</p>	NK Deputy Clerk
18/31	<p>To receive an update on the special projects:</p> <p>1. Repair of conservation area footpaths</p> <p>To follow up with West Berkshire Council for specifications on Cllr. M. Dennett's return.</p> <p>2. Provision of second picnic table</p> <p>The Deputy Clerk's update was received, and it was agreed to purchase two picnic tables (one with wheelchair access). The Deputy Clerk will seek a quotation from Mortimer Maintenance for installing a concrete base. The precise location of each table in the playground and cricket area is to be agreed. The Deputy Clerk would enquire with Mortimer Maintenance if one of the existing tables could be unbolted and moved.</p> <p>3. Provision of coat hooks and bag area for the tennis courts</p> <p>The Chairman's update was received and noted that we await Cllr. A. Richardson's recommendation/specifications and photograph for review. IT was requested the Deputy Clerk to ask the Custodian to clean cover area and request Mortimer Maintenance for a quotation to tidy up the area.</p>	MD Deputy Clerk AR Deputy Clerk
18/32	<p>To consider the request for 2 memorial benches.</p> <p>The Deputy Clerk presented a request for two memorial benches to be installed on the Fairground at the donor's expense. Following discussion this was given support and the Deputy Clerk was asked to make the donor aware of the risk of vandalism and the costs associated with the installation and insert of any memorial plaques. It was requested the Deputy Clerk seek a quotation from Mortimer Maintenance for the</p>	

	installation base. As exact location is to be agreed, the Deputy Clerk was requested to enquire if donor interested in a particular location near where residents lived and whether sponsorship of one of the new picnic tables in the playground area would be considered.	Deputy Clerk
18/33	To consider the annual tree survey for the Fairground and Windmill Common. Cllr. J. Bull proposed that surveys go ahead on an annual basis and that the Deputy Clerk would seek quotation from C&D for 2018 survey of trees in the Fairground and Memorial Pond area.	Deputy Clerk
18/34	To consider the request by English Heritage for records of memorials including benches. It was agreed to submit information on the Dutch Royal Family bench in Fairground for English Heritage database. Cllr. P. Wingfield offered to take photograph of bench and Deputy Clerk will submit to Eng. Heritage with details.	PW Deputy Clerk
18/35	To consider the application to hold a regular, Sunday morning Car Boot Sale on the Fairground. Following discussion, it was recommended the Finance & General Purposes Committee DO NOT recommend this application at their next meeting as there was concern about the early start times, and inconvenience to residents. It was noted that the back field has been water logged since early spring and there was a great risk of cars cutting up and damaging the surface. The Parish Council do have other bookings for the Fairground during the summer months which would not be able to go ahead and it was pointed out that there is already a car boot sale in nearby Grazeley.	NK
18/36	To consider the request by MML to install 30metres of cable duct under the grazing area for future live music events. Agreed for MML to do this but although happy in principle, Committee would like to see details of duct specification and location.	NK
18/37	To review the Fairgrounds, Trees and Amenities Committee's budget spend for the year 2018-2019. It was noted that nothing could be done at present and this item would be on agendas for all Parish Council Committees in the coming month. It was also noted that a sinking fund for scheduled repair and replacement of Fairground equipment should be put in place.	NK
18/38	Minor matters - for information only Cllr. Challis raised the issue of overgrown holly bushes in Badgers Croft creating problems for residents who have requested permission to trim bushes/trees down to approx. 2metres. The Chairman would advise Badgers Croft manager.	NK
18/39	Matters for Communication. Railings to Fairground repaired and repainted. MUGA panels have been repaired and are about to be painted. Fencing work starting on Fairground in May. Playground equipment repairs undertaken.	NK

18/40	Future Agenda Items To consider setting up necessary working parties for the different aspects of the Fairground and Cemetery Committee.	NK Deputy Clerk
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The meeting closed at 8:25pm.