

St Cleer Parish Council

Minutes of the Meeting of the Estates Committee on 8th May 2019, held at Council Sports Pavilion, Hockings House, St Cleer.

Penelope Andrews		
Kelvin Buckley, Councillor	Estates Committee	In attendance
Sue Harbord, Councillor	Chair of Council	
Suzanne Horsfield, Councillor	Estates Committee	In attendance
Peter Lockley, Councillor	Estates Committee	In attendance
Jon Prinn	Vice Chair of Estates	In attendance
Clive Sargeant, Councillor	Chair of Estates	In attendance
Martin Shead, Councillor		
Brian Smith, Councillor		
Tony Turton, Councillor	Estates Committee	Apology accepted
Derris Watson, Councillor		
Andy Webb, Councillor	Vice Chair of Council	In attendance
Martin Eddy, Cornwall Councillor	St Cleer, St Neot and Warleggan	
Roni Jones	Clerk In attendance	RJ
Members of the Public		3

1	<p>Apologies for Absence</p> <p>Apologies were received and accepted as above.</p>	
2	<p>Members declarations</p> <ul style="list-style-type: none"> a. Disclosable pecuniary interests b. Non-registrable interests c. Declarations of gifts d. Applications for dispensations <p>KB Declared and interest in relation to the Junior Football team of which he is a volunteer manager</p>	
3	<p>Minutes of Previous meeting</p> <p>The minutes of the 13th March were agreed as accurate and JP, seconded by AW proposed that they were accepted as an accurate record.</p> <p>This was agreed unanimously by those present at the meeting of the 13th March</p>	

	<p>Matters Arising</p> <p>Kubota Sale</p> <ul style="list-style-type: none"> • Now serviced and fully operational; CS to be delegated authority to introduce potential buyers to the machinery but all negotiation to be undertaken by the Clerk; Proposed AW and seconded JP • The destination EMR of the proceeds needs to be agreed at Parish • To be advertised <p>Regular Skate Park Assessments by third party specialist / Motion at Parish 27.3.19</p> <ul style="list-style-type: none"> • Rescission decision required to address this following RoSPA report and decision at Parish <p>Benches installation (Progress and pass to Parish)</p> <ul style="list-style-type: none"> • Parish has agreed to purchase new benches and have them installed; at the time of agreement to the purchase permission from the commoners had not been requested and installation needed pricing • £3500 is in EMR for this matter • JH Quote is £1890 • KB proposed and JP seconded that a motion go to Parish to authorise the installation by JH subject to Commoner agreement; carried <p>Public Conveniences</p> <ul style="list-style-type: none"> • WMS have been commissioned awaiting start date <p>Vents to Boiler room</p> <ul style="list-style-type: none"> • WMS to quote for blocking this up when they are on site 	
5	<p>Skate Park</p> <ol style="list-style-type: none"> 1. A cost from the current supplier (Rhino) has been received to use recycled composite material and this quote as £91K, with the potential to use some infrastructure parts in the new build 2. £25K is in ear marked reserves 3. St Cleer has attracted criticism for not considering all options in the past and to this end the following ought to be factored in as options for the replacement: <ul style="list-style-type: none"> Recycled materials Concrete materials Metal materials 4. Quotes are in generation for 'like for like' costings of the park to give a clear option for informed decisions on costing. The intention being to create a short list of suppliers to present to Parish and interested users so that a good community based and best value decision can be made. The one quote received to date is for a steel park (low maintenance and long life) and this cost was under £50K. On this basis the supplier at £91K has been rejected out of hand by Estates and makes early replacement a real option. 5. Concrete suppliers are very slow to respond to request for quote and one has come back stating that they simply have no capacity – which <i>may</i> indicate a shift to this medium as preference within the UK. <p>A motion was made by Parish to conservatively remove decommissioned ramps / units as they are deemed hazardous and to store this pending renewal by Rhino.</p>	

	<p>This has financial implications in both decommissioning and storage. It is judged as highly unlikely that any other manufacturer will rely on 15-year-old frames installed by arrival firm on the basis of their guarantee and its validity.</p> <p>This motion is asking for a rescission of that decision on the basis of cost and need</p> <p>The replacement motion is that the park is decommissioned safely, materials are recycled where possible and any metal infrastructure sold as scrap and used to fund the new park. The quote received includes dismantling</p>	
	<p>Pitch Improvement Programme - KB Left the room</p> <p>St Cleer FC have just been promoted</p> <p>Following a time of neglect the pitch has been assessed by the FA and the action points are as follows:</p> <ul style="list-style-type: none"> • Leaving the grass cut longer than the height stated in the contract • Tree trimming to reduce the shade ingress to the goal area of the football pitch closest to the stand (BB and JH to Quote) • 12-inch aeration of the two top pitches (Specialist contractor x 2 per season) • Fertilisation of the top two pitches using a granular controlled release product (Specialist contractor x 2 per season) • Applying sports sand and a dwarf perennial ryegrass to three pitches (Specialist contractor x 1 per season) • Slitting the top two pitches AND lower pitches. Contractor has offered to do this at no additional costs; machinery possible from FA grant <p>The Junior teams will be using pitches that were fallow when we contracted for mowing and will need to shift from maintenance to pitch standards which is essentially a move from monthly to weekly mowing – this would be required from July 1st to match ready the pitches for friendlies in August and games in September. JH to Quote. Work is time sensitive due to the football seasons</p> <p>The Juniors are concerned about the ‘troughs’ caused by line burning and propose that they will remedy this with topsoil themselves prior to the seeding; additionally, they have undertaken to clear the bonfire and dumped items which encroach on the pitch areas. They asked for permission to site a container close to the pitches that they will be used and this was proposed as acceptable by JP and seconded by AW Carried</p> <p>Motions to be prepared to go to Parish; The PIP programme will require more spend than the amount available to manage the legacy issues being addressed</p> <p>The FA have provided 3 types of SLA to St Cleer it was proposed a working party of One Councillor, the teams and the Clerk was formed to report back to Estates and subsequently to Parish. JP was proposed as the Councillor by AW and CS seconded; Carried</p> <p>KB Returned to the meeting</p>	
6	<p>Work plan update</p> <ul style="list-style-type: none"> • EMR <p>The following table demonstrates the EMR pertaining to Estates for 2019/2020</p>	

Asset	Reserve allocation 2019/2020
Pavilion	£ 5,000.00
Skatepark Equipment	£ 25,000.00
MUGA	£ 8,500.00
Skatepark Shelter	£ 2,050.00
Pavilion internal Equip Inc Furniture Fridge	£ 2,500.00
External Equipment inc tools	£ 500.00
Play Area	£ 8,000.00
Millennium Garden	£ 1,250.00
Toilets	£ 4,000.00
Allotments	£ 2,500.00
Pavilion Car Park Fences gates	£ 6,000.00
Bus Shelters	£ 1,000.00
Benches	£ 3,500.00
Notice boards	£ 550.00
Sale of Kubota	

Budget

The Budget for Estates is as follows:

		St Cleer Parish Council	
		Commentary	
		Budget	
	Income		
1000	Footpaths - SLA (Inc)	£ 1,500	Allocated
	KUBOTA SALE		Unallocated and conservative amount used
200	Pavilion		
4000	Salaries In. NI & pension	£ 9,000	Allocated
4200	Maintenance		
4220	Utilities	£ 2,250	Allocated
4225	Internal Equipment (Defib)	£ 150	Electrical Work will exceed this
210	Sports Pitches		
4200	Maintenance		
4300	Mowing Contract	£ 9,517	Allocated
220	Outdoor Assets		
4350	Skatepark/Outdoor Gym	£ 1,500	Inspection costs £150 minimum; deconstruction and storage of skate park
4360	Openspaces/MUGA		
4370	Play Area	£ 500	Inspection costs £100
300	Allotments		
1305	Allotment Water		
1310	Allotment Assoc. Subs		
4200	Maintenance	£ 500	Water Pipe?
4220	Utilities	£ 600	Allocated
400	Toilets		
4200	Maintenance	£ 700	Allocated
4220	Utilities	£ 500	Allocated
410	St Cleer Village		
4410	Car Park		
4505	Millenium Garden	£ 1,000	
4550	Bus Shelters	£ 500	? Vire to 4580 Grit bins
4570	Benches / Notice Boards	£ 500	
4580	New Projects		2 new grit bins are required
420	Footpaths		
4300	Mowing Contract	£ 1,483	Allocated

	<p>Clerk to prepare motion for Parish related to movement of EMR</p> <p>Quotes to be generated for</p> <ul style="list-style-type: none"> • 2 Grit bins • Bus Shelters with no seating to have fixed seating installed • An additional tap at the Allotments 	
7	<p>Report to Estates on Caretaker Assessments</p> <ul style="list-style-type: none"> • Monthly Checklist Approval (Circulated) • Maintenance assessment • Legionella Inspections • Audit report <p>Item rolled over as pre meeting audit was taken by another meeting</p>	
10	Receipts and Payments (see below)	

PAYEE	REASON	GROSS	VAT	NET
Colenzo	Service to Kubota	265		265