

MINUTES OF DRAYTON PARISH COUNCIL OPEN SPACES COMMITTEE MEETING

held on Wednesday 23rd September 2020 at 7pm.

Present: Cllrs J Anderson, C Brown, A Crotch (Chairman), G Everett, K Morgan.
R Hickin (Maintenance Operative)
Clerk: Mr Jonathan Hall

This meeting was held virtually online via ZOOM

1. Apologies and consideration of acceptance for absence.
All members present
2. Members' declarations of interest and requests for dispensations.
Cllr Brown declared an interest in item 5 as he was known to one of the contractors that had provided a quote and did not vote on the item.
3. To adjourn the meeting for public participation.
Mr R Hickin (Maintenance Operative) raised the issue of youths occasionally urinating against the walls of Longdale Pavilion and requested the purchase of a pressure washer to clean up after such incidents. This was sanctioned within the Clerk's financial discretion as directed by Financial Regulations.
4. Updates were received and noted on the following:
 - 4.1 Risk assessments – Covid requirements completed. The Clerk will query with the play inspector following the annual inspection as to what further risk assessments would be required above and beyond what was already being assessed.
 - 4.2 KGV water meter – still to be located. Clerk liaising with Indigo Recycling as thought that meter may be positioned under bottle banks.
 - 4.3 Leaning Tree at Longdale – removed.
 - 4.4 Play equipment manuals have been found. Maintenance Operative has possession.
 - 4.5 Legionnaires – existing procedures meet requirements for prevention.
 - 4.6 Additional dog bin at Longdale now in place and operational.
 - 4.7 Schedule of maintenance – ongoing
 - 4.8 Fencing at Longdale – due to be finished w/c 28th September 2020.
 - 4.9 Fire Risk assessment – completed and actions required implemented.
 - 4.10 Emergency lighting – installed and operational.
 - 4.11 Bin at Bob Carter Centre – installed and operational
 - 4.12 New hire charges information form design – outstanding.
5. Asbestos Survey. **RESOLVED** to accepted quote from Asbestos Service Solutions subject to enquiring whether this is a full survey or a management survey.
6. Norfolk FA. Grounds & Natural Turf Improvement Programme. **RESOLVED** to join programme for both Longdale and KGV sites at total cost of £300.
7. Annual Playground Inspection.
The inspection reports had been circulated prior to the meeting. There were no major concerns arising. The Clerk will investigate the issue concerning a possible finger entrapment

at Florence Carter Memorial Park with Wicksteed. Signage requires additional information including address for emergencies. It was thought the inclusion of what three words as well as the post code would be beneficial.

The clerk was asked to produce two quotes for the replacement and repair of the safety surfacing around the original multi play at Florence Carter Memorial Park. In addition the possibility of including a skirt around the base of the seesaw at KGV will also be investigated.

8. Storage Area for Goalposts at Longdale

The clerk was asked to obtain quotes for the options provided for consideration at the next meeting.

9. Overhead netting at 3G IC Travel Ltd Arena.

The clerk was asked to obtain further quotes for consideration at the next meeting.

10. CCTV upgrade

A quote had been received and had been circulated prior to the meeting. It was agreed further quotes need to be obtained for consideration at the next meeting.

11. Internal / External decoration at KGV.

Two quotes had been received and circulated prior to the meeting. The clerk was asked to obtain quotes for the replacement of the windows to uPVC for consideration at the next meeting.

12. Safety surfacing around original multi play at Florence Carter Memorial Park.

This item was discussed under agenda item 7

13. Policy for Illegal and Unauthorised Encampment.

It was agreed to re write the policy to provide instruction for the Parish Council to allow the District Authority to follow their protocols for dealing with any such incidents. Policy to be recommended for adoption by Full Council.

14. Vendor use of facilities at Longdale.

The pilot of Pizza Roma using the car park last week had produced no issues and the site was left clean and tidy. It was noted that all CoVid 19 social distancing rules had also been adhered to. **RESOLVED** that future use by any vendor must be approved by the Parish Council first and that all proper documentation would be required to be seen by the Parish Council office before permission was granted. Advice to this effect would be placed on the Council's website.

15. Additional Benches

RESOLVED to purchase:-

- 2 picnic style tables for Longdale
- 2 picnic style tables for Florence Carter Memorial Park
- 1 standard style bench for Suter Pond area

Quotes to be obtained by the Clerk for supply and install for approval at next meeting. Site meeting by councillors to be arranged to agree precise locations.

16. Matters for next agenda.

None.

17. Date and time of next meeting

Thursday 12th November 2020 at 7pm via ZOOM.

Meeting end 9.17pm

Unapproved