

Clutton Parish Council
Thursday 28th June 2018, 6.00pm in the Village Hall

Public Submissions: None

Minutes of the Clutton Station Park Committee meeting

Present: Councillors D Worskett(Chair), J Bush, D Phillips. Mr C Gibbs, Mrs H Richardson (Clerk), and Mr Michael Carter (Sports & Play Consulting) 0 members of the public

Action

Item

- SP36/18 Mr Carter introduced himself and the service he could provide to assist the Parish Council to implement the project. From writing the tender, to liaising with contractors to getting the best price for services provided.
Following a site visit, Mr Carter agreed that the site needed careful consideration (not just a square playing field) and there fore he would be able to identify contractors that would be more suitable for the project.
It was suggested that the project be divided into phases:
1) Prefunding/pre-ownership phase where he would provide a mini-brief to contractors in order to get the best indications of costs in order to apply for funding.
2) Write full tender for implementation of project, once funding is in place.
It was agreed that if given the go-ahead Sports & Play Consulting would aim to provide design options to display at the flower show on 11th August.
It was also suggested that the tarmacking of the path should be kept separate.
Mr Carter was asked to provide a quote on the basis of the discussion
- SP37/18 Apologies for absence were received & accepted from Adrian Hillier and Sophie Piddock.
- SP38/18 The Minutes from the Meeting on Thursday 7th June were accepted.
- SP39/18 The actions from the last meeting were reviewed:
The ground investigations survey had been completed and would be circulated.
- SP40/18 The analysis of what people do not want from the questionnaire had been circulated and was compared with the results of what people do want to remove conflict.
It was agreed that from the analysis of the questionnaire the most popular items were: Community area with seating, Resurfacing the track, all weather paths, picnic benches, Wildflower areas, Scooter/bike track, CCTV, Fitness equipment, multisports wall. The brief for potential contractors would be to include the above in their proposals.
Once designs are received a decision would be taken on whether we need to consult a Landscape designer.
- SP41/18 Next Steps:
-Await Quote from Sports & Play consulting and if acceptable go ahead asap in order to get some designs to show at the flower show.
-present mock-ups at the flower show and collect feedback.
-Review the results of the ground survey and if nothing untoward if found – make proposal to the Parish Council to go ahead with purchase of land using S106 funds at next meeting (30th July). It was agreed that the Committee would recommend that the land should be purchased with the S106 money regardless of the results of the precept consultation.

HR

- Prepare precept consultation.
- Clarify terms of reference.

Close: The meeting ended at 7.10pm the next meeting will be held on **Wednesday** 8th August at 6.30pm at **the Cabin**.