

Thursday, 3rd May 2018, 6.30 in Clutton Village Hall

Minutes of the Clutton Station Park Committee meeting

Public submissions: None

Present: D Worskett (Chair), A Hillier, J Bush, Mrs H Richardson (Clerk) and O members of the public

Item

Action

SP20/18 Apologies were received and accepted C Gibbs, S Piddock, and D Phillips.

SP21/18 The minutes from the last meeting on Thursday 19th April were accepted.

SP22/18 Reviewing the actions from the last meeting it was agreed that a 2nd quote for ground investigations work should be sought as the amount of the first quote was substantial. A 2nd quote had been requested and would be circulated as soon as it arrived. AH

The land 1980s land fill was discussed again, and it was agreed that the Ground Investigation Survey should be sufficient, and there was no need to search parish records for more information about how the land was filled.

It was agreed that the CIL funds should be applied for without delay, for the purchase of the land and to be put towards some of the improvements. HR

SP23/18 The Community Engagement Questionnaire and then it was approved with some minor changes. A spend of up to £500 was approved for printing 1000 surveys so that it could be printed as soon as the quote comes in.

The scouts will be delivering to each home in the village and residents will be given a period of 2 weeks to reply, by returning the questionnaires to the pub or the school, or by posting it back to the Parish Council address. The Scouts will be contacted to find out when they are able to deliver. It is anticipated that the closing date will be the end of May HR

The survey is also available online at survey monkey and the link will be publicised by the newsletter, the website and facebook.

Village groups will be officially approached with copies of the questionnaire and urged to complete them: The school, the Scouts, The Pre-school, WI, The history group, the social club, the pub and an effort would be made to contact the dog walkers that regularly walk through the park

SP24/18 Data Collection and analysis were considered and it was reported that all responses through survey monkey would be reported and analysed by survey monkey, therefore online responses should be encouraged. Returned paper questionnaires would need to be input manually and depending on the number returned more than one data inputter may be required. JB

SP24/18 The evidence requirement checklist and advice for loan application were circulated so that all members of the committee knew the requirements of the procedure and could keep them in mind throughout the process.

SP25/18 It was agreed that to arrive at a reliable indicative cost for the different elements of the project a 'price list' for the various options put forward in the questionnaire should be put together. Some of the costs had already been investigated at earlier stages of proposing the project and so they would all be collated to see which further quotes were required. Consideration should also be put to legal fees, another mailing to residents, ground works, and surveys. JB/HR

The meeting closed at 7.25pm and the next meeting is on the 17th May at 6.30pm