

## DOWN AMPNEY PARISH COUNCIL

### MINUTES OF PARISH COUNCIL MEETING

HELD VIA ZOOM

TUESDAY 3<sup>RD</sup> NOVEMBER 2020, 7.30PM

**Present :** Cllrs Jenkins (RJ), Tappern (GT), Cope (GC), Higson (AH) and Matthews (AM); Cllr Spivey (LS) – CDC; Cllr Parsons (SP) – GCC; Clerk – Gail Dillon. 2 members of public.

**Apologies :** Cllr Bellamy (LB).

	Action
<p><b>2. Minutes of last meeting:</b> These were circulated and a change was requested to be made by GT.</p> <p><u>Matters arising:</u></p> <ul style="list-style-type: none"><li>• Co-op works to village – RJ – work ongoing. RJ will continue to keep on top of this.</li><li>• 1. Tree planting/2. List of parish owned trees – 1. LB would like to plant a rowan tree where the chestnut had to be cut down near the community garden. The PC may need to fund this. All agreed this could be done; 2. see agenda item under 8. Village Matters</li><li>• Hedgecutting – RJ – most of work completed in October. Some items require completing - TBC</li><li>• Poulton junction triangle to be repaired (again) – RJ – pressing Highways on this.</li><li>• Process to increase no of councillors – GD – to be cleared from agenda.</li><li>• Village information boards – GC – these are now ordered and should be delivered in a couple of weeks. AH to find out if contractor carrying out playground works can install them. Clerk to confirm that contractor who installed other noticeboards has not already invoiced for this work.</li></ul>	<p>Clerk</p> <p>Cllr Bellamy</p> <p>Cllr Cope/ Higson/ Clerk</p>
<p><b>3. GCC Report</b> Cllr Parson reported the following:</p> <ul style="list-style-type: none"><li>• Free school meal vouchers would be provided by GCC during school holidays. This is something that GCC has always done and is not a new policy.</li><li>• Gloucestershire is still fairly low in the number of cases of Covid-19 in comparison to the rest of the country.</li><li>• GCC had a major cyber-attack approx. 10 days ago. All emails were quarantined for a period while the issue was dealt with. It has now been sorted but there is quite a backlog of emails for staff to deal with.</li><li>• Looking at parking issues at the Water Park however the Police do not have enough resources for enforcement here. AM raised the</li></ul>	<p>Cllr Parsons</p>

<p>point that there is a higher proportion of funding going to policing so if this is the case what is it being used for? SP will follow up on this.</p> <ul style="list-style-type: none"> <li>• RJ raised the upgrade of the Arnhem Memorial and raised a request for assistance with funding. SP has no funding available for this financial year in his pot but he has spoken to someone else who may be able to help. SP/RJ to follow up with contact</li> </ul>	<p><b>Cllr Parsons/Jenkins</b></p>
<p><b>4. CDC Report</b> See Appendix A.</p> <p>Since LS wrote her report a new lockdown has been announced by the Government. It is a very fast-moving situation currently and CDC are working on it. LS specifically raised the issue of waste with CDC Cabinet and it is hoped that lessons were learned from the first lockdown earlier in the year. She is unsure if recycling facilities will remain open yet.</p> <p>GC raised the outstanding point of the blue sacks – would they be made bigger? LS reported there is no movement on this due to Covid. She has raised the issue at Cabinet that there is likely to be an increase in cardboard recycling this month in the run-up to Christmas, especially with people doing more online ordering.</p> <p>RJ also raised the ongoing issue of green/garden waste. We were promised it would be reviewed and consulted on and this hasn't happened. CDC has not made any movement on changing the two-weekly collections. LS said we were not the only PC to have raised the problem and that she does keep pushing on it but in the current circumstances there is not the capacity to increase the service and they are just trying to deal with frontline services during the pandemic. AM did point out that even if a consultation could be done at least it would be a step forward. LS again pointed out that this would be quite an increase in workload, even just to do this, for staff who are trying to keep basic services going.</p> <p>RJ also queried the number of fly-tipping incidents in the district and the costs involved in dealing with these. LS will find out and report back.</p> <p>LS also reported that she has had conversation with the local PCSO in reference to cyber crime and hopes to organise some sort of forum to exchange information.</p> <p>LS has also provided Cllr Higson with some possible funding opportunities which may help with the playground resurfacing and possibly with the upgrade of the Arnhem Memorial.</p>	<p><b>Cllr Spivey</b></p>
<p><b>5. Chairmans Report</b> See Appendix B.</p>	
<p><b>6. Planning</b> See Appendix C.</p> <p>LS reported in reference to previous queries from DAPC regarding s106 monies – she advised that there is now a legal requirement to release details of where s106 monies have gone and is raising questions on this with regard to previous DA projects.</p>	
<p><b>7. Finance Report</b> Accounts – see Appendix D</p>	

Since the last meeting at the beginning of September the following expenditure has happened:

- Grasscutting totalling £1,710.00
- Donation towards materials for mask making £56.74
- Printing of leaflets re dog fouling £32.61
- Parish Online software annual subscription £90
- Replacement defibrillator pads £143.00
- Q2 clerk salary £812.50
- Hedgecutting £1320.00
- Maintenance costs (paint etc) £156.41
- Village hall booking re Neighbourhood Plan £51.00
- Poppy Appeal £60.00

The second instalment of the current year's precept has also been received.

Bank balances currently stand at £35,835 and there is VAT to be reclaimed of £342

Taking known costs into account, the current expected surplus at the end of the current financial year is currently approximately £5k but we are expecting several other costs to come up in the next few months so the surplus is likely to be much less than this.

#### 8. Village Matters

- **Highways:** RJ reported that a sinkhole has appeared in Church Lane and will be dealt with shortly. However as it seems to be due to badgers they have to be reviewed first before any works are carried out.

AM reported that, at the request of RJ, he has been investigating installing a speed camera system in the village. He has looked at the system installed in Latton which is cheaper and simpler. They are approx. £600 per unit and are solar-powered, although this does give limitations in terms of power. They are also not officially recognised by the Police. He therefore went back to the Rodborough contact whose speed camera was inspected a few months ago. This system has just received Home Office approval of the system and thus the Police are much keener on it now. The local PCC also seems keen and supportive of its installation, as they are able to utilise the data for tracking criminals. They are therefore more willing to follow up more regular and faster speeders and to put manpower into doing this. The police will not very often issue points but they do have powers to impound vehicles of offenders.

The cameras can read vehicle registrations coming towards and away from the camera. They cost approximately £8,000 including installation with approx. £1,000 pa upkeep and maintenance charges. It requires a power supply. AM has looked at some possible sitings within the village and understands that Gloucestershire Lighting is generally very helpful for the cameras to be mounted on

<p>their lightposts whereas Western Distribution (timber poles) are not often receptive. The lamppost outside the school seems to be one of the best options but the parking bays may cause obstruction of view. RJ suggested the post outside the Old Estate Yard. There are very versatile data handling arrangements and DAPC would have access to this. The contact from Rodborough would be happy to assist with the co-ordination of the project. The Neighbourhood Plan survey recently carried out indicates villagers would be keen on speed cameras being installed in the village. <i>(LS left the meeting)</i></p> <p>RJ summarised that we have two major projects within the village – 1. Playground resurfacing – likely cost of c.£30,000; 2. Speed cameras – likely cost of c.£10,000. He doesn't believe we can rely on Sanctuary Group to assist with the playground resurfacing in the timeframe that it is likely to need replacing. He then asked each councillor what their comments were on these two projects and which they felt should go ahead first.</p> <p>AM – in support of cameras would help to realise something for the village;</p> <p>GC – in support of the playground resurfacing in the first instance as he has concerns that the cameras don't actually cover both directions and so two cameras would be required and not one.</p> <p>AH – in support of the cameras as she has received details of other possible funding streams to assist with the playground resurfacing.</p> <p>GT – in support of the cameras but has concerns that the playground would need to be closed at some point in the future for health and safety reasons if the surface continues to degrade and this would be a great loss for the village.</p> <p>Following these comments, RJ proposed that AM and GC follow up on the speed cameras further and do a feasibility study, ensure that GC's concerns about the cameras are answered, obtain a proper quotation, etc. It needs to include confirmation from the police that they would back the system.</p> <ul style="list-style-type: none"> <li>• <b>Village Hall update:</b> As Karen Dangerfield has resigned from the PC, she needs to be replaced as the PC representative on the Village Hall committee. This is to be added to the next agenda.</li> <li>• <b>Footpaths update:</b> As with the village hall, KD needs to be replaced as footpaths rep. RJ advised that the CDC Footpaths Officer is leaving his post in December. There are various matters needing to be resolved but unsure if these will be done prior to his departure. RJ/GT to update the list of works.</li> <li>• <b>Playground/MUGA update:</b> see Appendix E. AH confirmed the repairs would be carried out next week. Two people have volunteered to help look after the area. GT queried whether there is an expected time period that the existing surface is likely to last. AH believes it will need to be done next year, although RosPa had not specified this in their report.</li> </ul>	<p>Cllr Matthews /Cope</p> <p>Clerk</p> <p>Cllr Jenkins/ Tappern</p>
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<ul style="list-style-type: none"> <li>• <b>Village trees update:</b> RJ reported that LB has received maps from CDC of the TPOs in Down Ampney and of the trees owned by DAPC but he doesn't believe they are detailed enough. LS will try to assist with this and will contact LB to take forward.</li> <li>• <b>Neighbourhood Plan update:</b> see Appendix C. LS advised that CDC is doing the minimum amount of work necessary to prudently move things forward in terms of the Local Plan in case the Government White Paper is approved. She is hopeful that there has been enough backlash, however, that it won't be approved as it currently stands.</li> <li>• <b>Garden waste disposal:</b> see notes above under CDC report.</li> <li>• <b>Air pollution monitoring:</b> see Appendix C. GT raised the issue as he has noticed more residue from the vegetables grown in his garden. RJ has already contact RAF Fairford on the matter and they don't believe the levels are above normal accepted levels. RJ asked LS whether either CDC or the Environment Agency might be able to monitor the air quality around the village. LS to find out and report back.</li> <li>• <b>Recycling bins removal:</b> The village hall and shop committees have been approached to assess their opinion on the removal of the recycling bins. Both have confirmed they are happy for this to happen and will cover the cost of purchasing lockable bins for their own use. It has been noted that there seems to be a lot of commercial glass dumping in the village hub area. Everyone agreed by vote to therefore remove the recycling bins. The clothing bin should be kept however as this type is not included in the normal kerbside collections. Clerk to organise.</li> <li>• <b>Arnhem Memorial site:</b> RJ is seeking funding to upgrade this area and make it a fitting memorial. Hills have offered money and use of machinery to carry out the work. CDC may be able to help with some crowd-funding as well as a possible contact of SP (see notes above). AM doesn't believe it is registered with the War Memorial Trust but will look into having it added to the register. He believes it is unlikely there would be any funding available from them though. RJ proposed that DAPC agree to fund up to £1,000 towards the cost of this project – all agreed unanimously.</li> <li>• <b>Grasscutting contract:</b> RJ confirmed that the new contract and map has now been finalised and has been sent to three different contractors for tender for the next three-year contract commencing in March 2021.</li> </ul>	<p>Cllr Bellamy/ Spivey</p> <p>Cllr Spivey</p> <p>Clerk</p> <p>Cllr Matthews</p>
<p><b>9. Correspondence</b> RJ advised he has complained about cycling through the village to police but he has not received a full response yet.</p>	
<p><b>10. Meetings/Training Attended</b></p>	

GT attended a climate emergency meeting and believes it should be discussed further but felt that LS should be involved. It should be placed on the next agenda.	Clerk
The meeting closed at 9.15pm	
<ul style="list-style-type: none"><li>The next meeting will be held on Tuesday 5<sup>th</sup> January 2021 at 7.00pm via Zoom.</li></ul>	

DRAFT

I hope this finds you all well. Here are some notes about what's been happening at CDC since we last met in September.

September Cabinet and Full Council saw:

1. A revised budget prepared for 2020/21 which takes into account the initial impacts on the council's finances of the Covid pandemic and looks at how this will play out for the next financial year and beyond. The draft budget will go out for public consultation next month, so do have a look at it and have your say.
2. A high level Climate Emergency Strategy 2020-2030 looking at a number of areas, but importantly at how the Council can use its levers of influence to effect change and set direction and identify action points
3. An Investment Strategy for the recovery of the Cotswold District
4. Responses to two national consultations on planning
  - a) White Paper: Planning for the Future and
  - b) Changes to the current planning SystemThe Council prepared very robust responses to the government's proposals for changes to the planning system and the housing number for the District.
5. A draft Corporate Plan presented outlining the aims and ambitions and scope of delivery for the period 2020-2023

Cabinet in October saw:

1. A Green Economic Growth Strategy presented which will go out for consultation with local businesses and employers in the coming months
2. A new approach to Community Grants via the Spacehive platform allowing civic crowdfunding and potential for huge growth in funding for projects across the District. This administration wanted to move away from the very patriarchal method of grant distribution and have a much fairer and open system.  
Take a look at the website to find out more and how many other local authorities have used this to really boost funding for community initiatives. This could be an easy way of raising funding for all sorts of community projects and has been backed by government as a way of central government directly backing grassroots campaigns alongside companies and councils as well as individuals.  
The platform is being built now and should be live by the beginning of 2021.  
[www.spacehive.com](http://www.spacehive.com)

There was also a special Council Meeting held last week to discuss continued funding to keep our leisure centres and the Corinium Museum open. The benefits to users of the leisure centres across the district was felt to be worth the continued underwriting of losses incurred due to the pandemic and the resolution was unanimously agreed on. In good news, the museum director, managed to secure £121,000 from the government's culture sector grant which is a real life line in these very uncertain times.

The Barn Theatre also received almost £350,000 of grant funding from the government and has been putting on shows in the theatre as well as opening the cinema.

Local businesses continue to be supported as much as possible and as we begin the run up to Christmas, I would encourage everyone to continue to shop locally and support our market towns and their traders. In my experience, shops and hospitality venues across the district have worked very hard to make their venues as Covid safe as possible. Parking figures indicate that people are still heading into our towns and that is going to be very important over the winter as the pandemic continues.

Now is the time for riparian owners to clear any waterways and ditches as we approach winter and having already had some very heavy rainfall, we know how important this maintenance is to mitigate flood risks.

The Climate Emergency planning workshop for Town and Parish Councils was held earlier this month and Geoff attended. Feedback I have had is that it was well received and there are plans to run it again as a 2 evenings event and another weekend day event. We'd really like as many town and parish councillors to get involved and find out how their communities can help tackle the climate emergency.

I met with our local PCSO's recently and had a very good discussion on a wide range of topics. I was pleased to hear that the service will see some new recruits into the district which will help with covering such a large area. We talked about the Covid response and concerns over policing the ever changing restrictions rules and guidelines. Our local police have been trying as much as possible to work with residents and visitors to the area to encourage compliance and this has been mostly successful. There has been an increase in neighbour disputes due to everyone being at home a lot more, but again police have been trying to resolve any issues in an amicable fashion.

I asked them to get out with their speed gun to get the message across that speeding through our villages is not acceptable, which they have said they will do.

They also reminded me of the "what 3 words" app which is very useful in rural areas like ours if you need a rapid response. Details can be found here:

[www.what3words.com](http://www.what3words.com)

Next Monday, 2<sup>nd</sup> November will see the Cabinet meeting looking at the following reports:

1. Partial Update on the Adopted Local Plan – A Planning Reform Update
2. Infrastructure funding Statement
3. Gloucestershire Resources and Waste Partnership
4. Improvement works to Environmental services depot at Packer's Leaze
5. Safety Improvements to Memorials at Council cemeteries

You can watch the full meeting via the council's Facebook page.

This is just a brief overview of what has been happening at your District Council. As ever, if you would like further detail or have a matter you would like me to take up, please get in touch with me directly.

Yours,

Lisa Spivey

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## APPENDIX B

### CHAIRMAN'S REPORT

Nov 2020

1) Attended meeting at CDC with Cllr Tappern to discuss planning issues with CDC Lead, Joe J Harris, Cllr Spivey and Clive Webster

(GT to expand.)

2) Contacted Geoffrey Clifton Brown regarding cycle racing in DA. Little comfort from him other than he passed letter to Inspector Ellson (Neighbourhood Community Officer) who subsequently passed this to our local PC Neill Lightfoot. This matter is considered a dead end as cyclists have 'rights' that encompass using the roads for rallies and speed trials???

3) Discussed the state of the Arnhem memorial which is less than good. Hills and Wellcome Trust agree to assist in creating a worthy site.

Costings are in hand that will be passed to both parties.

4) After months of lobbying, CDC agreed to issue prosecution notice to the No 55 developer as he had walked away from completing access.

On threat of prosecution developer has returned but making dilatory progress.

5) Cllr Tappern and Chairman have set out grass cutting contract complete with updated maps. Additional contractors are being sought so that we can obtain quotes.

Chairman has been warned that Peter Whitehead may not quote.

## **Planning:-**

There have been no new planning applications in the village in the last couple of months. No progress on the Broadway Farm development.

**Planning decision:-** 20/01471/FUL | Single storey side extension | East House 20 Laines Farm Down Ampney was refused.

The three development sites in the village, i.e. the two houses by the Broadway Farm entrance, the two houses and land by the war memorial, and Duke's Field are all at various stages of purchase.

The tarmac surface between the side drive and road for 55 Down Ampney Road has been finished.

The Government White paper "Planning for the Future" is out for consultation until the 29<sup>th</sup> Oct. Down Ampney Parish Council has submitted its response directly to the Government web site, and a copy of the response to the NALC. CDC are also submitting a response. The CDC response and CDC response are similar except for contributing to affordable housing from CIL payments. DAPC does not believe that affordable housing should come from CIL payments, but by other legally binding contracts. There is a further publication titled Living with Beauty. This gives an indication of typical proposed modern designs.

A meeting was held at CDC on 10<sup>th</sup> Sept with CDC representatives Cllrs. Joe Harris, Clive Webster, and Lisa Spivey. Ray Jenkins and Geoff Tappern represented DAPC. Notes of meeting have been produced and out for approval.

The last meeting was held in Aug 2019 and nothing has moved forward from that date. What was considered easy to "fix", for example "The right of Parish Councils to meet and discuss with the case officer any application at an early stage" has just not happened. Would have expected that it was considered a good idea and be implemented within weeks. No progress on minor amendments or enforcement of actions. CDC Planning does not have a Compliance Officer. Will only act if breach brought to CDC attention. It is appreciated that CDC have something like 90,000 planning applications. Have suggested that two Compliance Officers are employed to randomly check "action".

CDC were surprised that Down Ampney had not received any S106 money in the last 20 years and would check if the parish had put in a "wish list". Note that Latton has received £16,735.63 CIL payments in last couple of years.

The Parish Council is always stating the lack of infrastructure investment particularly in sewerage. It is interesting to note that in the Nov Ripples magazine that it states that "The Rivers Trust released in July revealed that Thames Water's sewage treatment works spilled raw sewage into the upper Thames, between Lechlade and Reading, more than 1300 times in 2019, for 17000 hours in total.

## **Climate Action:-**

GT attended by web link a climate emergency seminar on Sat 10<sup>th</sup> Oct. The first presentation certainly is a wake up call. Link to the short video is:-

<https://www.youtube.com/watch?v=eUh-TXKIdiE>.

Can delete the adverts by clicking in bottom right hand corner.

There is a tremendous amount of material out there and Chris Crookall-Fallon of CDC is an excellent very helpful contact.

Down Ampney should consider having a Climate Action councillor which is a major job. The Neighbourhood Plan will have a section on Climate change design and layout proposals.

Consider working with other local councils and set up an area group which might make the task easier and share work load.

There were many presentations and “workshops” which were not easy at times to follow owing to technical issues. My main concern is getting the balance right between enthusiasm and realism.

## **Air Pollution:-**

Since Fairford has become operational the air quality in Down Ampney has deteriorated.

There have also been oil deposits on flowers and vegetables in the garden. Several complaints of obnoxious smells in village. DA to request to have monitoring equipment in the village in three areas?

## **Neighbourhood Plan:-**

Very slow progress while the steering group consider the impact of the white paper “Planning for the Future”. It is not clear in the white paper the future role of Neighbourhood Plans, and village housing design.

**Geoff Tappern**

**24th October 2020.**

## Income and Expenditure Report

For the period ended **31/03**  
**/2021**

		<b>2020/21 Budget</b>	<b>2020/21 Actual to date</b>	<b>2019/20 Actual</b>
<b><u>INCOME</u></b>				
Precept		20,910	20,790	20,500
Grants rec'd	Re Neighbourhood Plan		0	4,095
Licence receipts		100	25	0
Insurance claim			0	3,350
Donations			0	0
Interest			0	99
<b>TOTAL INCOME</b>		<b>21,010</b>	<b>20,815</b>	<b>28,044</b>
<b><u>EXPENDITURE</u></b>				
<b>ADMINISTRATION</b>				
Clerk Honorarium & Expenses		3,250	1,625	3,250
Subscriptions/Memberships		200	155	15
Website costs		900	-253	1,227
Insurance		700	740	585
Village Hall Hire		200	0	0
Auditors Fee		200	0	200
Printing, Postage & Stationery		50	35	0
Expenses/travel				
Training		150	0	130
		<b>5,650</b>	<b>2,302</b>	<b>5,407</b>
<b>DONATIONS/GIFTS</b>				
British Legion		60	60	30
Churchyard extension				3,000
Church Remembrance display			0	0
<u>Others:</u>		200	0	0
Donation towards village masks			57	25
		<b>260</b>	<b>117</b>	<b>3,055</b>
<b>GRASS CUTTING and GRAVEL LAYING</b>				
Gravel laying at Village Hall				
Contractor	Grasscutting	7,000	6,330	5,620
	Additional requests			
	Hedgecutting	400	1,320	0
		<b>7,400</b>	<b>7,650</b>	<b>5,620</b>

**OTHER PAYMENTS**

Neighbourhood Plan costs	3,000	290	2,171
ROSPA	95	155	83
Other expenses			
Village Planting	0		
Defibrillator annual fee/Costs	200	243	100
Village assets		0	449
Repairs & Maintenance	4,000	183	4,232
	<u>7,295</u>	<u>870</u>	<u>7,035</u>

**TOTAL PAYMENTS**

<b>20,605</b>	<b>10,939</b>	<b>21,117</b>
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**SURPLUS/DEFICIT FOR THE YEAR**

<b>405</b>	<b>9,876</b>	<b>6,927</b>
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**Known committed significant income/costs to end of financial year:**

Precept - 2nd instalment			0
Website costs	50.47	3	-151
Gravel for village hub	Est'd		-500
Hedgecutitng			-160
Clerk	812.5	2	-1,625
Grasscutting	500	1	-500
Noticeboards			-1,325

**EXPECTED SURPLUS/(DEFICIT) FOR YEAR TO 31-MAR-2020**

<b>5,615</b>
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**Bank Balances as at 17/11 /2020**

Current account	23,250.48
Deposit account	12,585.02
Total at Bank	<u><b>35,835.50</b></u>

**VAT to be Reclaimed for current year**

<b>342</b>
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**Neighbourhood Plan Note**

Groundwork UK Grant money repaid in 20/21 due to underspend in 19/20	<u><u>2,468</u></u>
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Monies allocated by DAPC in 19/20 and c/fwd as not spent	<u><u>2,966</u></u>
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### Playground/MUGA

Paul Vince tightened the two slats on the multi-play. Unfortunately, he was unable to quote for the table/bench repairs and work in the MUGA.

Following a visit and quote by KT Contracts, Ken (KT Contracts) has now been instructed to do the work – repair table & bench x 2, tighten a rock on the large play equipment, replace a slat at the MUGA and repair outer fencing.

The MUGA slat and fencing damage was caused by vandals at the end of September.  
Cost, including materials and labour - £345.

Nobody, with children who use the playground, has offered to join a group to help ensure it is looked after, maintained, and perhaps raise money for more equipment. Although I did get one offer from a person with greatgrandchildren!

I will make direct contact with young families in the spring to see if I can get anyone to get involved...

The problem of finding funding for the renewal of the surface remains unsolved!