

Orchard Park Community Council

Minutes of the meeting of the Community Council held on Wednesday 10th August 2016 at 7pm at the Community Centre, Orchard Park.

Present: Councillors, Y Macaulay (Chair), R Nixon (Vice Chair), A Chan, F Oboloje and E Meschini.

In attendance: V Wood (Clerk) Lewis Owen (Centre Manager). County Councillor D. Jenkins and one member of public in attendance.

CC16/044 **To receive and approve apologies for absence:** Apologies received and accepted from Cllrs C Hosmer. County Councillors M Mason, District Cllr N Davies. No other apologies received.

CC16/045 **Disclosures of Interests** –There is no disclosure of interest.

CC16/046 **Public Participation:** The member of public in attendance raised the issue of increased crime and anti-social behaviour in Orchard Park, he asked the Council what he as a peaceful resident could do and what support the Council Could offer. The Chair responded by saying that the Community Council are aware of the issues and are liaising with crime prevention officers with the view to reduce where possible the current situation, however resources are limited. In response to a question relating to CCTV he advised that the Council does have CCTV in place at the sports ground and it is monitored however difficult to enforce, crimes need to be reported in the correct way to the Police. Cllr Chan advised that following communication with the police certain areas of Orchard Park had been identified as high crime areas 'hot spots' and they are looking to introduce a new 'micro-beat', meetings and workshops are to be arranged.

CC16/047 **Minutes, to agree minutes of the meetings on 13th July 2016:** The minutes for the meeting held on 13th July 2016 were considered; Cllr Meschini proposed that they be signed as true record, all in favour, minutes signed. No matters arose.

CC16/048 **To receive reports from District and County Councillors:**

A report from County Councillors is received and noted: Cllr Jenkins advised that August is always a quiet period and there were no further matters to report, he thanked Orchard Park for publicising the City Congestion Consultation information and urged people to become involved. He also advised that he had requested Orchard Park be invited to future local liaison forum meetings, and that we should expect communication thereon. No further questions arose.

No report from is received District Councillors: Apologies received from Cllr Davies, members noted information updates from District Councillors is again, not received.

CC16/049

Centre Manager: A report from the Centre Manager is received and noted, which included:

- i) **Facilities usage including new business and income generation:** The Centre Manager advised Members that the usage monitoring had not yet been recorded; he advised that usage had been low which is usual over the summer months.
- ii) **Facilities maintenance needs and contracts:** Members noted that the fault with air conditioning in the small hall had been resolved and that it was a minor adjustment which did not incur a charge as the contractors were on site giving a quotation for another issue. The Centre Manager asked for the quotation for the replacement goal posts to be considered due to the Resource meeting not being quorate. Members considered the three quotations, a vote of all in favour of the most favourable quote presented by Pettit sports is recorded.
- iii) **Community groups and issues update:** No update due to group closures over the summer.

CC16/050

Community Development:

- i) **Summer Fiesta** – The income and expenditure figures were provided to Councillors showing that the income generated meant the Fiesta budget had not been overspent. It is noted that there was a good mix of events but notes of a few changes recommended for 2017 recorded. It was suggested that we look to change the date as this year's event was very close to the School fete and also look at the timings, as 2 -5pm is not good for food outlets. The Centre Manager advised that he would be setting a date in September for a committee meeting to start the preparations for next year's event and that committee members would be advised by e-mail.
- ii) **Update on arrangements for next General Market:** The Centre Manager had been looking into the cost of hiring market stalls against the cost of purchasing new gazebo's but had no firm quotations to offer. The Chair proposed that subject to members being advised by e-mail the Centre Manager and Clerk should have delegated responsibility for the purchase or hire of the stalls. Cllr Meschini seconded this with a vote of all in favour recorded.
- iii) **Other planned Community events:** The organised litter pick had received a very disappointing turnout of volunteers, a discussion arose regarding the possibility of changing the way this is approached and purchasing our own litter pick equipment and having designated volunteers to be in charge of their own area and responsible for their own litter pick kit. Further thought's on this subject to be considered.

CC16/051

Clerks Report: A report from the Clerk is received and noted which included:

- i) **General correspondence:** The Clerk updated members that communication relating to concern over crime statistics is on-going, reply's included outline to the joint project's the Police and Community Council are working to achieve.

- ii) **Playpark maintenance:** The sales order for the repair to the wet-pour at Topper St, is completed, currently awaiting date and time of repair. In regard to the risk assessment, the issues at the skate park are not on the high risk and will be considered together with the Centre Manager after the annual leave period is finished, findings will be outlined at next meeting.
- iii) **Website/media update:** Cllr Chan and assistant Clerk are in the process of making improvements to the FB page.

CC16/052 **Staff Pensions:** The Clerk updated members with the information and further guidance she had received relating to the necessary staff pensions. Members compared the charges which would be implemented if they were to get our current payroll provider to implement, against that of a recommended service provider. The Chair proposed Smart Pensions as the provider implemented by 'Enrol my staff' , this was seconded by Cllr Chan all members in favour. **Action:** Clerk.

CC16/053 **Police Panel Meeting and Crime statistic update:** Cllr's Chan and Meschini updated Members with the statistics on crime relating to OP Crime and the information they had received regarding the draft Micro-beat, approval and conformation of actions should be delivered within the next few weeks.

CC16/054 **Proposed Sports Facilities Extension:** Members noted the 'Consultants Quotes Review' which had been updated, Cllr Meschini proposed and Cllr Chan seconded that it be accepted and that the project management be instructed to proceed to the next step. **Action:** Clerk.

CC16/055 **Planning Committee:**

- i) **Note change to meeting dates:** Members noted the necessary changes to scheduled meetings due to annual leave and Bank holiday.

CC16/056 **Resource Committee:**

- i) **Note the meeting notes from 5th August 2016** – the meeting notes were noted with no matters arising.
- ii) **Consult on a change of meeting day-** a mutually agreeable day to hold the meeting on could not be agreed; meeting will continue to be held on Fridays until further notice.
- iii) **Consider/note Committees comments on the current BCR –**
Comments are noted and a discussion arose regarding the overspend on sports fuel charges. Possible resolutions noted, continue monitoring.

CC16/057 **Finance and Resource**

- i) **Payments:** Payments for July 2016 considered, with no issues arising. Cllr Nixon proposed they be approved, seconded by Cllr Meschini, all members in favour, payments approved and duly signed.
- ii) **Budget & Audit:** Update still not received. No further matters arising.

Members of the public are requested to leave the meeting room before personnel issues can be discussed).

CC16/058

Personnel

Staffing: Update on Staffing issues: - Members noted the arrangements for caretaker cover during the holiday period and were happy with those arrangements made. They also noted the monitoring of standards required moving forward. No further issues to report.

The meeting closed the at 8:40pm

Sign.....Chair

Date.....