

Orchard Park Community Council

Minutes of the meeting of the Community Council held on Wednesday 11th January 2017 at 7pm at the Community Centre, Orchard Park.

Present: Councillors, Y Macaulay (Chair), R Nixon (Vice Chair), A Chan, C Hosmer, F Oboloje and Q Jawadwala.

In attendance: V Wood (Clerk), L Owen (Centre Manager), County Councillor M Mason in attendance.

CC16/126 To receive and approve apologies for absence: Apologies received and accepted from Cllr Brenton and Meschini, County Councillor D Jenkins and District Councillor N Davies. No other apologies received.

CC16/127 Disclosures of Interests – There were no disclosures of interest.

CC16/128 Public Participation: There were no members of the public present.

CC16/129 Minutes, to agree minutes of the meetings on 14th December 2016: The minutes for the meeting held on 14^h December 2016 were considered; Cllr Hosmer proposed that they be signed as true record, motion seconded by Cllr Oboloje, all in favour, minutes signed. No matters arose.

CC16/130 To receive reports from District and County Councillors:

A report from County Councillors is received and noted: Cllr Mason added that the area of responsibilities once the combined authorities were complete was unclear, in particular transport, once the Mayor is elected in May. Definition for who will be responsible for which sections and how it will fit with the 'City Deal' has not been announced, Cllr Mason will continue to make enquires relating to this and report back to us when clarity is offered. There are also issues arising as to transport for Orchard Park once repair work commences to the guided bus way. Cllr Mason asked if there were any residual funds from the s106 transport pot.
Action: Clerk to ascertain and report back.

No report from District Councillors is received: In the absence of a District Councillor at the meeting the Chair asked for any questions to be directed through the Clerk by e-mail.

CC16/131 Centre Manager: A report from the Centre Manager is received and noted, which included:

- i) **Facilities usage including new business usage and monitoring:** Members are updated with the income generated in December and the Centre usage table figures, usage had significantly dropped due to the Christmas Closure, Members noted the most frequently used meeting space is now the Meeting Room.
- ii) **Facilities maintenance needs and contracts:** The report outlined the maintenance for both facilities during December; scheduled work and quotations still to be received. No major issues highlighted.
- iii) **Community groups and issues update:** CM informed Members that

Community group bookings has shown an increase, with the Chinese Community group extending their usage times on Saturdays, a new fitness class starting on Wednesdays and the Maths tutor had also increased her bookings to encounter a Saturday morning.

CC16/132

Community Development: Which included -

- i) **Update on planned 2017 events** – CM distributed a list for provisional and currently scheduled events and asked for feedback and ideas from Members.
- ii) **Agree resources on proposed children's holiday activities:** Members considered the costings for 8 sessions running during the school holidays and lasting for 2 hours each time, they noted that one of these sessions will be tied into and funded by the Summer Fiesta and they also noted Resource Committees comments for provision. Cllr Nixon proposed that we proceed with the provision offered by ChYpPS, this was seconded by Cllr Oboloje and a vote of all in favour is recorded.
- iii) **Agree resources on proposed Market facility:** In the absence of a further quotation as agreed at the Resource Committee, the Chair asked that this decision be deferred back to the next Resource Committee Meeting. All agreed.
- iv) **Summer Fiesta 2017** – Members are updated with the decisions of the Fiesta Committee and noted the date as 2nd Sept and the Venue would be the Community Centre and surrounding open space. The Chair asked for clarity on those decisions, clarity given by CM and noted by Members.

CC16/134

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

- i) **General correspondence:** Members are advised that the Clerk is currently liaising with the energy supplier at the Sports Centre regarding an over payment. Also with Belfour Beatty regarding the Neighbourhood watch signs, she also updated Members of the Payroll/HMRC error which was being resolved and the street lighting issues which were currently being addressed.
- ii) **Grounds Maintenance:** An additional leaf collection had been requested for 2016/17 and would be incorporated into next year's duties. The wildlife area will require further communication.
- iii) **Note any Media issues:** Nothing reported
- iv) **Pending land transfer:** No update received.

CC16/135

Anti-Social Parking and Traffic Management: to include –

- i) **Current measures:** Members noted that a polite notice might be used for the anti-social parking caused in particular the hotel users which are spilling onto the streets.
- ii) An appointment has been made to attend an LHI panel meeting at the end of January, to present the application for funding of safety measures outside the School. A representative from the School, Cllr Meschini and the Clerk

will attend the Meeting.

CC16/136 **City Deal:** No further update received.

CC16/137 **Policing and Crime prevention:** There have been changes to police staffing in this area and the introduction of Micro beats. Cllr Jenkins had informed the Clerk that he has arranged a meeting with the sector sergeant on Friday, Cllr Chan & Cllr Macaulay will also attend this meeting.

CC16/138 **Proposed Sports Facilities Extension:**

- i) Update on Meeting with Project co-ordinator & QS – The Clerk updated Members with the list of contractors who would be approached to bid and the time frames expected to receive all bids.
- ii) Members noted the timescales for commencing and completing the project, no questions arose.
- iii) The Budget shortfall and grant funding options were considered; Clerk is asked to explore the options discussed and report back. **Action:** Clerk
- iv) Members considered the floor and wall coverings from the samples supplied; a discussion arose regarding durability and ease to keep clean. All are in favour of Beach Comber for the hall floor (WSA2008). Altro hygienic cladding for Kitchen & toilet walls in Orchard 223 LRV 50 and Walkway Dolphin VM 2010 for the kitchen and toilet floors. Provision for heating noted.

CC16/139 **Resource Committee:**

- i) **Note the meeting minutes from 6th January 2017** – the meeting minutes are noted advisory of date to be amended. No further matters arising.
- ii) **Consider/note Committees comments on the current BCR** – Further to the comments made at the Resource Committee regarding missing formula's the updated BCR is shared with Council Members, no further matters arose.

CC16/140 **Finance**

- i) **Payments:** Payments for December 2016 considered, Cllr Hosmer proposed they be approved, seconded by Cllr Nixon, all in favour payments approved.
- ii) **Budget:** Members considered the proposed 2017/18 Budget (V4) and noted amendments and all provisions met, Cllr Nixon proposed acceptance thereon and the requirement of £68,866.00 Precept is set. This motion was seconded by Cllr Obologe, all Members in favour, Precept set at £68,866. 0.5% rise on 2016/17.
- iii) **Audit:** Members are advised that the external audit company PKF-Littlejohn had been in touch following our communication, however due to the Christmas closures and subsequent heavy work load the Clerk had not been able to return the call to date. **Action:** Clerk to follow up

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

CC16/141

Personnel

Staffing: Update on Staffing issues to include: -

- i) Continued sickness – Members are advised that an appointment with Occupational Health has been arranged as previously discussed.
- ii) Note any new matters – no new matters.

The meeting closed the at 9:15pm

Sign.....Chair

Date.....