

Orchard Park Community Council

Minutes of the meeting of the Community Council held on Wednesday 13th July 2016 at 7pm at the Community Centre, Orchard Park.

Present: Councillors, Y Macaulay (Chair), R Nixon (Vice Chair), C Hosmer, and E Meschini.

In attendance: V Wood (Clerk) Lewis Owen (Centre Manager).

CC16/029 To receive and approve apologies for absence: Apologies received and accepted from Cllrs A Chan and F Oboloje. County Councillors D Jenkins and M Mason, District Cllr N Davies. No other apologies received.

CC16/030 Disclosures of Interests –There were no disclosure of interest.

CC16/031 Public Participation: There were no members of public in attendance.

CC16/032 Minutes, to agree minutes of the meetings on 8th June 2016: The minutes for the meeting held on 8th June 2016 were considered. Cllr Hosmer proposed that they be signed as true record, motion seconded by Cllr Meschini, all in favour, minutes signed. No matters arose.

CC16/033 To receive reports from District and County Councillors:

A report from County Councillors is received and noted: A discussion arose regarding the peak time congestion proposals which may have an impact on the community and the need to raise awareness to all residents. The following suggestions are noted; information posters are up on our notice boards, we should promote the A5 leaflets at the Summer fiesta and within the Centre, information in our newsletters. No further questions arose.

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

CC16/034 Centre Manager: A report from the Centre Manager is received and noted, which included:

- i) **Facilities usage including new business and income generation:** Members received an update on the hall usage including statistics on number of users in June.
- ii) **Facilities maintenance needs and contracts:** Work to rectify the issues with the emergency lighting and extractor fans is scheduled. The contract for the new printer copier has been received.

- iii) **Community groups and issues update:** Members noted the groups who are due to suspend use over July and August and the availability which it will create. No questions arose

CC16/035

Community Development:

- i) **Update on final fiesta arrangements:** The Centre Manager ran through the final arrangements for the Fiesta and the changes to cover the rota. No questions arose.
- ii) **Other planned Community events:** The Centre Manager reminded Members that the community litter pick would take place on Sat 23rd July and that as he was on annual leave there was a need for someone to take responsibility of management on the day, however the event its self was all set up and the equipment would be delivered next week. No further updates.

CC16/036

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

- i) **General correspondence:** Further communication relating to concern over crime statistics is received, the Clerk has responded, outing the joint project's the Police and Community Council are working to achieve.
- ii) **Staff Pensions:** The Clerk updated members with the information and guidance she had received to date relating to the necessary staff pensions. Members asked that she contact CaPALC again for further advice relation to the government pension schemes.
- iii) **Playpark maintenance:** The Clerk advised that she had now gone through in detail the ROSPA report and had prioritised the areas of concern. Quotations regarding the damaged wetpour at POS5 are received, confirmed that this work was a priority. Members agreed and also asked to prioritise issues at the Skate Park next. **Action:** Clerk
- iv) **Grounds Maintenance:** The 2 replacement tree's at POS 4 have been wilfully damaged and unfortunately may now fail. Steps to minimise the damage are being taken but this may not be enough.
- i) **Website/media update:** Update given, a discussion arose regarding the set up and ongoing costs of the website and other media necessities. Members advised that we should draw more on our own resources, costs needed to be saved.

CC16/037

LAP Transfers and other legal issues: The draft deed of transfer on the LAP at Graham road (Land Parcel H) is considered, Members were happy with the document and all in favour to proceed, document duly signed.

CC16/038

Police Panel Meeting and Crime statistic update: Cllr Meschini updated Members with the statistics from the police panel meeting which show that specific streets in Orchard Park have a high ratio of crime, in view of this the Police are piloting a scheme here which will include extra patrols in the area.

They are asking for help within the community with distributing information on security awareness and promoting neighbourhood watch. There will be a further update at the next meeting and Cllr Meschini asked that this topic be a permanent agenda item for the time being. Members acknowledged and all in favour. Cllr Hosmer suggested that the Police/neighbourhood watch Co-ordinator is asked to attend the next Market on 10th September. **Action:** Centre Manager

CC16/039 Proposed Sports Facilities Extension: Members noted the 'Consultants Quotes Review' which had been supplied, Cllr Hosmer proposed that subject to a third quotation be gained where applicable, the appointed project managers should proceed; this was seconded by Cllr Meschini a vote of all in favour is recorded.

CC16/040 Planning Committee:

- i) Note minutes of the meeting of 27th June 2016 – Minutes of the meeting of 27th June 2016 are received and noted, no matters arose.
- ii) Consider any new applications in the absence of a meeting on 29th July 2016 – None received.

CC16/041 Resource Committee:

- i) Note minutes of the meeting of 8th July 2016 – Minutes of the meeting of 8th July 2016 are received and noted, no matters arose.
- ii) Request for new members to the Committee – Following the resignation of Cllr D Warren, the request for a new committee member was made, Cllr Hosmer put herself forward to join the Committee; Cllr Meschini seconded this motion, all members in favour. Cllr Hosmer accepted to join the Resource Committee.

CC16/042 Finance and Resource

- i) **Payments:** Payments for June 2016 considered, with no issues arising. Cllr Meschini proposed they be approved, seconded by Cllr Hosmer, all members in favour, payments approved and duly signed.
- ii) **BCR & Budget:** Members considered the current BCR; and noted the areas highlighted in red as potential overspends, specifically IT provisions. A discussion arose regarding how these may be resolved, ongoing monitoring required.
- iii) **Budget:** Members are advised that the report from the external auditor is still awaited. No further matters arising.

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

Personnel

Staffing: Update on Staffing issues: - Members are updated that a new rota had been issued for the Caretaker/Groundsperson to help better manager the litter issues and other areas which were causing problems in regard to the cleanliness of the Councils facilities.

The meeting closed the at 8:20pm

Sign.....Chair

Date.....