

# PAPWORTH EVERARD PARISH COUNCIL

Minutes of the Amenities committee Meeting  
held on the 22<sup>nd</sup> April 2014  
in the Parish Council Meeting Room Upper Pendrill Court Ermine Street North  
At 6.30 pm

**Present:** Chris Meakin, Chairman (CM), Bob Baker (BB), Mark Honeywood (MLH),  
Chris Howlett (CH), Barry Hume (BH), Lindsay Munnerley Day (LM).

**In attendance:** Tom Martin and Nick French, pool volunteers, Tess Rogers clerk

**1. Apologies for absence**

Mandy Smith, County Councillor

**2. Declarations of pecuniary interest**

None declared

**3. To confirm and approve the minutes of the meeting held on the 17<sup>th</sup> March 2014**

It was resolved to accept the minutes as being a true record of the meeting.

**4. Matters arising or carried forward from the last or previous meeting**

4.1 Village sign (4.1) Ongoing

4.2 To receive an update regarding the provision of a cycle path from Papworth to Caxton Gibbet. (4.2).

A site meeting was held on the 17<sup>th</sup> April attended by county councillor Mandy Smith, two representatives from the county cycle paths office, Elizabeth Horne from Papworth Hospital and four parish councillors. Liz Waring from the cycle paths office was optimistic about the project which is now being viewed as a county council priority project, and will report back regarding its feasibility, along with a route plan. There has been no progress on the provision of a foot bridge from the proposed pathway across the A428 to the gibbet but the parish council has been advised by the Highways Agency to raise this via the agency's website, in connection with the current A428 route-based strategy study. The district and county councils should take similar action.

4.3 To complete the plan of the trees within the village for which the Parish Council has responsibility, this will then be passed to the tree warden to ensure regular inspections are carried out. (4.3)

CH reported that he is continuing to work on the plan. The clerk was asked to check with the Varrier Jones Foundation (VJF) regarding responsibility of trees situated around the playing field. This will ensure the parish council is fully aware of its liability regarding trees.

4.4 To receive an update on the water supply to the allotments (4.4). To consider any response received from Bidwells.

There has been no further response from Bidwells regarding the 10% maintenance charge for the existing water pipe to be imposed on the parish council once the allotments pipe has been installed. This charge is being queried by the VJF trustees.

Three quotes for the work to supply water to two troughs on the allotment site have been received. It was resolved to accept that from Cooper Construction. The clerk will clarify that the work will meet the requirements set out under the Water Supply (fittings) Regulations 1999. It was agreed to progress with the work whilst awaiting the letter of easement from the VJF.

4.5 To receive an update regarding the direct supply of utilities to the changing rooms (4.5).

- This matter is currently deferred pending the VJF's property meeting to be held on the 9<sup>th</sup> May.
- 4.6 To consider further advice received from Timberplay regarding the maintenance of certain items of the play equipment. To include clarification regarding the amount of safety servicing required (4.6).  
The clerk reported that the sleeves on the cradle swing have been changed. The zipwire still requires retensioning and a quote is awaited from Timberplay. Whilst the Timberplay workmen were on site (17<sup>th</sup> April) they reported that the brake on the zip wire appeared to be stuck on. However CH declared that it was in good working order following his last inspection undertaken on the 20<sup>th</sup> April.  
Timberplay maintain that 67 cubic metres of play bark is required to ensure the safety surfacing beneath the twin swing, the platform house, the cradle swing and the tractor tyre swing conform to regulations. This includes a 10% settlement allowance. Three quotes had been received for the bark and it was resolved to accept that received from Timberplay which includes a cost for the spreading of the bark. This quote was extremely competitive against the others received and would ensure the work would be carried out to national specifications. The clerk will check budgets as it may be necessary to approach the parish council for funds from the council's reserves.
- 4.7 To consider the quote received for the maintenance work required to the notice boards. (4.7)  
Another quote is awaited to ensure a comparison of charges.
- 4.8 To consider means of possible prevention of HGVs partially driving on to the roundabout at the end of Ridgeway near the walk through to Ermine Street North. (4.9)  
Advice from Mandy Smith is awaited.
- 4.9 To consider any quotes received for any works required to renovate the old tennis courts. (6)  
Three quotes have been received and it was resolved that when funding was available Cambridge Courts would be approached as their quote matched the level of work necessary to bring the courts up to the standard required for purpose. The other quotes reflected a much higher specification than that required. The matter will be reviewed at the next meeting.
- 4.11 To receive an update regarding the provision of a sports pavilion/youth room on the playing field.  
As per 4.5 this matter is deferred until after the VJF's property meeting to be held on the 9<sup>th</sup> May.

## **5 Maintenance of the paddling pool**

6.1 Tom Martin will report with advice regarding the prevention of mud entering the paddling pool from the two entrance/exit points. To include consideration to be given to the cost of providing Astroturf at these points.

A quote had been received for Astroturf to cover the two entrance/exit points. However, due to a 'collar' leading from the paviers it will be a more complex procedure to secure the turf than previously thought. Following further discussion, it was decided that a bench positioned at each point would serve purpose as illustrated during the last season. The clerk will investigate bench prices and bring these to the next meeting. The funding of these will also then be discussed.

Tom reported that he and Nick French would undertake the repair to the 'blown' area surrounding the drain in the pool. The clerk will source the pool paint required to paint the inside of the pool.

6.2 To receive information regarding the installation of a time clock into the pool pump system.

Following discussions it was decided that a time clock would not be necessary, the pump could be operated manually. However, the water feature is in operation twenty four hours a day timed to be activated at twenty minute intervals. CM will check the clock and will report back to the next meeting regarding the possibility of altering the timing or replacing the clock.

**6 To reconsider the bench refurbishment project**

6.1 To decide on the next bench due for refurbishment (the bench nominated at the previous meeting, that at the end of Varrier Jones Drive is beyond repair).

The clerk reported that she had approached the Papworth Trust to enquire if they had a surplus bench with which to replace that at Varrier Jones Drive. She was asked to approach the contractor, responsible for undertaking the bench refurbishment project, if he would be prepared to work on the bench at the end of Church Street on site as it cannot be moved.

6.2 to consider the possible procurement of new benches.

The clerk will check the budget and previous meeting minutes with regard to the purchase of new benches

**7 To consider the purchase of two new litter bins**

It has been reported that the litter bin positioned by the bus shelter at the hospital needs replacing. Also that at the bus shelter opposite Wood Lane should be a covered bin.

The litter picker has advised that a covered bin is necessary at the bus shelter opposite Wood Lane where currently there is an open bin secured to an aluminium post. A bin is also required at the bus shelter by the hospital. CM will check the hospital area as it is thought there is already a bin there. The clerk was asked to source a quote for securing new bins should they be purchased.

**8 Consideration to be given to litter picking during the Summer season**

To incorporate the consideration of preventative measures towards limiting the amount of broken glass being reported and found in the play area and youth shelter. Following a discussion it was resolved to increase the litter pickers' hours from ten a month to twelve. This should allow for the extra hours required during the summer months. No suggestions for reducing the amount of broken glass were put forward, therefore as soon any is reported, the litter picker will be asked if she could clear it as soon as she is able. The committee did agree to include, along with 7 above, a costing for a third bin to be placed near the youth shelter

**9 Playground inspections report.**

CH reported that all appeared in order other than those issues which the committee already has in hand. He said that the handrail on the wooden footbridge required attention and that the bridge would benefit from a coating of wood preservative. The clerk will source a quote for this work. CM will take over the inspections from May.

**10 Matters for further consideration**

None raised.

**11 Date of next meeting.**  
19<sup>th</sup> May 2014

Close of meeting  
The meeting was closed at 20.20

Signed:  
Chairman

Date: