

# Helsby Parish Council

## Minutes of the Parks, Cemetery & Allotments Committee meeting held at 6.40pm on 12<sup>th</sup> December 2018 in the Committee Room

### Present:

Cllr. John Kimpton – Chairman

Cllr. Chris Ellams

Cllr. Terry O’Neill

Cllr. Alan Gardner

Cllr. Patricia Holder

Cllr. George Randles

### In attendance:

Cllr. Alan McKie

1. Public Air Time. Proposed by Cllr. O’Neill, seconded by Cllr. Gardner and **RESOLVED – that the meeting be suspended for public participation – PCA34/18.** There being no matters brought to the committee’s attention, it was proposed by Cllr. Gardner, seconded by Cllr. Holder and **RESOLVED – that Public Air Time be closed and the meeting reconvened – PCA35/18.**
2. Apologies for absence – Cllr. Temple.
3. Declarations of interest – none reported.
4. Minutes of the previous meeting. Proposed by Cllr. O’Neill, seconded by Cllr. Gardner and **RESOLVED – that the minutes of the Parks, Cemetery & Allotments Committee meeting held on 29<sup>th</sup> October 2018 be accepted as accurate and duly signed by the Chairman – PCA36/18.**
5. Matters arising from the previous minutes
  - 5.1 Circular pathway around the field – project complete – duly noted.
  - 5.2 Emptying spoil heap – complete – duly noted.
  - 5.3 Re-surfacing teen and swing area – project complete – duly noted.
6. Parks, Cemetery & Allotments Committee Budget for 2019/20. Proposed by Cllr. Randles, seconded by Cllr. Holder and **RESOLVED – to continue placing £8,000 in the reserve Budget Heading 226r to build up funds for the replacement of soft surface in toddler area and play equipment as required – PCA37/18.**

Budget Heading Code	Description	Budget 2018/19 £	2018/19 Spend to date £	Predicted To 31/03/19	Budget recommend for 2019/20
201	Allotment maintenance	600	6	400	<b>£600</b>
202	Allotment water charge	200	53	100	<b>£200</b>
212	Cemetery maintenance	800	3,382	3,500	<b>£800</b>
212a	Cemetery repairs/renewal	400	0	400	<b>£400</b>
213	Parks maintenance	15,200	5,912	7,000	<b>£1,700<sup>(a)</sup></b>
214	Park grass cuttings	3,800	2,117	2,600	<b>£2,800<sup>(b)</sup></b>
215	Parks equipment	2,000	197	2,000	<b>£2,000</b>
222	Materials	300	106	300	<b>£300</b>
226r	Soft surface/play equip	0	14,375	14,375 <sup>(c)</sup>	<b>£8,000<sup>(d)</sup></b>
260R	Future burial provision	925	0	925	<b>3,566<sup>(e)</sup></b>

- (a) All painting work had been completed in the year. Budget reduced to normal anticipated spend.
- (b) Reduced to a more realistic figure based on current expenditure.
- (c) Re-surfacing of teen and swing area undertaken and invoiced in the year.
- (d) Committee agreed to build up a reserve specifically for replacing surface in the toddler area and for play equipment.
- (e) The figure is 50% of the income received in the year 2017/18.

Proposed by Cllr. Randles, seconded by Cllr. Ellams and **RESOLVED - that the Parks, Cemetery & Allotments Committee recommend budget for 2019/20 totalling £20,366 for the inspection and approval of the Finance Committee – PCA38/18**

Other committee expenditure in the year includes: -

- f) Circumference pathway around Parish Field – expenditure to date = **£33,878**. Awaiting invoice for new gate £1,450 excl VAT

7. Parks, Cemetery & Allotments Committee expenditure – 5-Year Plan. Cllr. O’Neill had prepared the estimates for the committee’s approval.

- (i) Re-surfacing the soft safety surface in the Children’s Play Area. Teen and swing area complete. Committee would continue placing £8,000 in reserve as the toddler area would require replacement in the new few years. The Committee also discussed replacing the large play equipment installed in 2008/09. It was guaranteed for 20 years but was very expensive to purchase and install. It was agreed to continue placing £8,000 year on year for the foreseeable future to build up funds to that effect.
- (ii) Circumference pathway around the Parish Field – complete – duly noted.
- (iii) Painting of park railings – complete – duly noted.
- (iv) Flooding slot drain The Eccies – RSK had agreed to undertake this work – duly noted.
- (v) Domed litter bins for children’s park – complete – duly noted.

7.1 Balance of Section 106 money for children’s play / open space / public art.

- (i) The committee had some initial thoughts about renewing the youth shelter.
- (ii) Following the pathway project, members of the public had asked for overhead lighting all the way along the path that linked Lower Robin Hood Lane and Parkfield Drive. Cllr. Gardner suggested placing Passive Infra-red lighting on the Guide Hut. Another suggestion was solar-powered overhead lighting. The Clerk asked that members be mindful that the general reserves were low and any funding for capital schemes would have to come from s.106 money subject to CWaC approval. Proposed by Cllr. Holder, seconded by Cllr. Ellams and **RESOLVED – that the Parish Council be RECOMMENDED to investigate type and funding for lighting the pathway, at the bottom of the parish field, between Parkfield Drive and Lower Robin Hood Lane – PCA39/18.**

8. Urgent matters – none reported.

9. Date of the next meeting – 21<sup>st</sup> January 2019

The meeting closed at 7.07pm

Chairman’s signature..... Dated.....

Minutes of the Parks, Cemetery & Allotments Committee meeting held on 12<sup>th</sup> December 2018