



MINUTES OF THE SITE MEETINGS HELD ON SATURDAY 7TH APRIL 2018

AT MARDEN CEMETERY COMMENCING AT 9AM

Min

No

25/18 **ATTENDEES:** Cllrs Boswell, Newton, Robertson and Tippen. Alison Hooker, the Clerk, Ian Jones, Cemetery Caretaker and Chris Prince, Village Caretaker were also in attendance.

26/18 **APOLOGIES:** There were no apologies.

27/18 Items Discussed:

(a) Issues raised by Cemetery Caretaker:

There were no concerns raised by IJ.

(b) Soil Waste from Graves: The Clerk had spoken to the contractor who had removed the soil previously however it was felt that it would continue to be monitored until there was a lorry load to take away.

(c) New Area:

The roses were doing well and budding.

AB would arrange to purchase some top soil to put in the centre garden area.

It was agreed at Amenities Committee meeting that the first section to the left will be for cremated remains and children section with burials in the other three section beings for burials starting with the first right hand area.

(d) Turning Circle:

The edge of the area next to the first cremated remains section was being run over by funeral vehicles it was proposed to obtain a quote from a contractor to tarmac the corner to allow more room for turning.

(e) Other:

The newest grave had sunk slightly so the Clerk would contact the funeral director to arrange refilling.

A burial was due to take place on 17th April. The gravedigger would be told to leave a plot if ground too wet. This would be backfilled later when weather improved.

IJ had removed the majority of the Christmas decorations from the graves however there were still some on one of the children's graves. IJ reported that visitors to the grave had been concerned that items had been removed in the past. The Clerk would arrange to leave a note on the grave and if no one comes within a month the items would be removed and placed in the shed.

IJ was thanked for his continued work on maintaining the cemetery.

There being no further business the meeting closed at 9.35am

AT SOUTHONS FIELD COMMENCING AT 9.45AM

Min

No

28/18 **ATTENDEES:** Cllrs Boswell, Newton, Robertson and Tippen. Alison Hooker, the Clerk and Chris Prince, Village Caretaker were also in attendance.

(b) Review of field and trees:

Tree audit due to be undertaken shortly. Following receipt of the report Cllrs will then review what work is required on the trees.

CP to arrange a contractor to go over the field once with a gang mower prior to using our mower.

(c) Review of Storage/mower shed and security:

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CP had started to erect the new mower shed although some groundwork needed to be undertaken to allow the main doors to close. He was hoping to undertake this in the next few days as the mower was being returned on Wednesday.

The smaller shed needed to have the roof felted and this would be done on day when it was dry.

Bollards would be placed at the front of the doors to the sheds for additional security.

(d) Play Trail:

Some bolts had come loose but CP was undertaking the maintenance of these.

(e) Decision of Rollers:

There are three old rollers at the field which had not been used since the ground was purchased. CP had a contact who would be able to take away these and no cost and would arrange disposal. This was agreed.

(f) Other:

Entrance: quotes for grasscrete had been received and was being discussed at Full Council on Tuesday.

Rabbits: It was proposed that the soil from the shed bases and any dug out for the laying of the grasscrete would be stored on the boundary to be used to fill in rabbit holes when there is an event.

Notice board: This would be erected as soon as the grasscrete had been laid.

There being no further business the meeting closed at 10.20am

AT PUBLIC CONVENIENCES COMMENCING AT 10.30AM

Min
No

31/18 **ATTENDEES:** Cllrs Boswell, Newton, Robertson and Tippen. Alison Hooker, the Clerk and Chris Prince, Village Caretaker were also in attendance.

32/18 **APOLOGIES:** Cllrs Adam and Harvey had given their apologies.

33/18 Items Discussed:

(a) Issues raised by Village Caretaker

All issues were due to be covered later in the meeting - no other concerns were raised.

(b) Cleaning:

Although CP and Ian Jones had been inspecting the toilets daily and up until now all looked good it did seem that the gents in particular had not been cleaned on Saturday morning. The Clerk would contact the cleaning company. The Clerk would also ask why the hand soap dispenser was not filled by the cleaner.

(c) Building Inspection:

The hand dryer and one light was not working – The Clerk would contact the electrician to undertake any relevant work.

The locks on the ladies cubicles were not working properly – CP to undertake repairs. CP to undertake the cobwebbing in both areas.

The Clerk would speak to the electrician regarding the possibility of installing an extractor fan in the gents.

(d) Other:

Now that we are now in the new financial year the Clerk would arrange for the ladies external door to be replaced.

There being no further business the meeting closed at 10.40am

AT PLAYING FIELD COMMENCING AT 10.45AM

Min
No

34/18 **ATTENDEES:** Cllrs Boswell, Newton, Robertson and Tippen. Alison Hooker, the Clerk and Chris Prince, Village Caretaker were also in attendance.

35/18 **APOLOGIES:** Cllrs Adam and Harvey had given their apologies.

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36/18

Items Discussed:

- (a) Issues raised by Village Caretaker
All issues were due to be covered later in the meeting - no other concerns were raised.
- (b) Changing Rooms Inspection:
No internal inspection was undertaken.
A couple of roof tiles had been broken above the door. The Clerk to write to the Football Club to ensure that they are not leaning the goalpost uprights against the roof which may lead to the damage.
CP had repaired the crack at the rear of the building.
- (c) Play Areas Inspection:
Main Play Area: It was agreed that a bin would be purchased to be installed within the play area.
CP to look at the rocking horse once the ground dries out
Napoleon Drive Play Area: It was agreed to place the new bench next to the small green one.
No other issues were raised on the play areas
- (d) Napoleon Drive Open Space:
Due to the increased workload for CP and the forthcoming mowing/strimming it was proposed and agreed that Graham Carey would be contacted to mow the open space for the next month. It would be reviewed again at the end of May.
- (e) Trees:
The tree audit was due to take place shortly. Once the report had been received Cllrs would review what work, if any, is required.
- (f) Boundary:
CP would continue to keep the boundary hedges tidy until a decision on the landscaping for the far end of the field was made. The Clerk to write to Millwood in regard to the ditch.
- (g) Other:
As the ground seemed ok the Assistant Clerk would be asked to contact the contractor to install the youth shelter.
A further litter bin would be purchased to place next to the bench on the east side of the playing field (Napoleon Drive boundary).
The Clerk would obtain costings to remove the concrete under the existing youth shelter and lay with soil and grass seed.

There being no further business the meeting closed at 11.40am