

Community Project Committee

**Minutes of meeting held on Wednesday 26 October 2016 at 6.00 pm at Grosvenor House,
Grosvenor Road, Whittlesey**

Present: Councillor Garratt, Chairman; Councillors Mason, Mrs Mayor and Whitwell.

Officer in attendance: Mr T Jordan, Acting Clerk for the meeting.

CP49/16 – To receive apologies from absent members

Councillor Wicks.

CP50/16 – To confirm and sign the minutes of the last meeting of the committee

The minutes of the meeting of this committee held on 28 September 2016 were confirmed and signed.

CP51/16 – Declarations of members' pecuniary interests on items to be discussed at the meeting and the Council to decide which items are to be discussed as confidential under agenda item CP56/16

Councillor Mason declared his non-pecuniary interest in relation to allotment issues, by virtue of holding an allotment tenancy with the council.

No agenda items were deemed to be confidential business.

CP52/16 – Public Forum

No members of the public were present at the meeting.

CP53/16 – Agenda items for discussion

• Allotments

The Chairman reported that there are currently twelve persons (only three of whom are seeking full-size allotments) on the waiting list. One of those persons has been offered an allotment and his/her acceptance (or otherwise) is awaited.

In addition, the Chairman informed the committee that warning letters had been sent by the Clerk to a number of tenants regarding the condition of their allotments.

The Chairman asked committee members for their views regarding hedge cutting which had been undertaken recently. Councillor Whitwell expressed the opinion that although the work is not of the highest quality, it would be difficult to make a case that it does not accord with the current contract.

The committee decided that no concern be raised with the contractor this year but the "deficiency" be addressed for next year by providing clearer instructions.

Committee members supported the suggestion of the Chairman that bark chippings be laid in a particular area within the allotments site to prevent weed growth.

- **Notice boards for villages**

It is known that a quotation for four notice boards had been submitted to the Clerk.

The committee decided that it be RECOMMENDED to Council that the quotation be accepted.

- **Music events for 2017**

The bands for the three events to be organised by Whittlesey Town Council (on 18 June, 16 July and 20 August) have been booked and the members of the committee would book supporting acts for each of the events.

Councillor Mason mentioned that Whittlesey Lions wish to organise a music event for 24 September; although this would be at no cost to the council, the Lions would appreciate the council's assistance with providing stewards. He informed the committee that he is trying to book the City of Ely band for the event.

The committee noted the current situation and agreed that the Clerk would book the services of St John Ambulance for all four events (at £255 plus VAT per event); the Lions to meet the cost for the event on 24 September.

- **Town Planter Scheme**

Councillor Mason informed the committee that Whittlesey Business Forum would like to sponsor the large planters at the Buttercross.

As these planters are provided, stocked and maintained by Fenland District Council (FDC), Councillor Mason would contact the Parks and Open Spaces Manager at FDC to progress this matter on behalf of the Whittlesey Business Forum.

- **Hanging basket contractor update**

Councillor Whitwell reported that Councillor Mrs Mayor and he had met with the contractor earlier today and a contract had been signed.

The contractor has stated that it would be happy to work in liaison with the Whittlesey in Bloom (WiB) group to ensure that the colour of flowers planted in the hanging baskets match those used by WiB across the town. The contractor needs to know by mid-November 2016 the colour scheme to be used by Whittlesey in Bloom in 2017; Councillor Mrs Mayor undertook to liaise between the Whittlesey in Bloom group and the contractor.

The committee decided that the information reported be noted.

- **Grass cutting contractor**

The Chairman commented that the contract requires cutting of the grass at the B1040 in June and September each year; however, no grass cutting had been undertaken since June.

Councillor Whitwell informed the committee that had been informed by the contractor that the cutting which should have been undertaken in September would be carried out on 2 November 2016. He expressed the opinion that although the contractor had not complied this year with the date for the autumn cutting quality, the council should not raise issue with the contractor at this time; his view is that the council should assess the quality of the works when carried out and then make it clear to the contractor that the council expects full compliance with the contract in future years.

The committee decided that the approach suggested by Councillor Whitwell be supported and that arrangements be made by committee members for notices to be placed on all cars which are parked in the vicinity of the grass to be cut, giving notice that no parking which could interfere with the grass cutting would be permitted.

CP54/16 – Date of next meeting

The committee noted that the next meeting is scheduled for 23 November 2016, to commence at 6.00 pm.

CP55/16 – To discuss those items previously agreed at agenda item CP51/16

There were no such items of business.

Meeting finished at 6.50 pm

Councillor Garratt, Chairman