

# Community Project Committee

## Minutes of the Community Project Meeting on Wednesday 22 June 2016 at 6.00pm at Grosvenor House, Grosvenor Road, Whittlesey.

**Present:** Cllr Garratt, Whitwell, Wicks.

**Officer in Attendance:** Mrs S Evans – Town Clerk & RFO

**Recording:** DS2500.70.DS2

### **CP28/16 - To receive apologies from absent Members.**

Cllr Mrs Mayor and Mason (prior engagements)

### **CP29/16 - To confirm and sign the Minutes from the last meeting of the Project Committee of 25<sup>th</sup> May 2016.**

**Ratified:** The Minutes were approved.

### **CP30/16 – Declaration of Members Interests**

There were no declarations

### **CP31/16- Public Forum**

There were no members of the public in attendance

To allow any member of the public to address the council. Time allowed 15 minutes total.

### **CP32/16 – Agenda Items for discussion**

- Allotment Inspection Update – Two official inspections have been carried out and the allotments are looking very good, the next inspection will be the 29th June. Members will update the Clerk with the ratings and will advise if any allotments holders need to have eviction proceedings commenced. Cllr Whitwell advised members that he had received a quotation from CGM for the verge cutting in front of the allotments. The cost is £215.00. Cllr Whitwell to email Cllr Dorling to advise that we will be proceeding with the verge cutting and this will come from the allotments budget. The Clerk to contact CGM to request the verge is cut by Tuesday 5<sup>th</sup> July.
- Members have agreed to review the allotment contract, the Clerk suggested it would be more beneficial and less time consuming to have a handbook that is amended annually and sent out with the invoices, and that the contract is just a one-page document that is retained on file. The Clerk to see if there is a standard handbook from one of her associations or from another Clerk. Members agreed discuss this further at the October meeting. It was also agreed to look at the rental of the allotments at this meeting.
- Allotment Waiting List - The Clerk advised there are four people are on the waiting list.
- Allotment payments – All allotments have now been paid for.
- June Music Festival – Members of the public commented that it wasn't well publicised despite being on social media sites, the webpage and in all the shops. The Clerk to send

the July event out to all the schools and request it is emailed to all parents. The Chairman asked if the Clerk could find out how we get the event on the local radio (Cambs radio, Heart FM and connect FM).

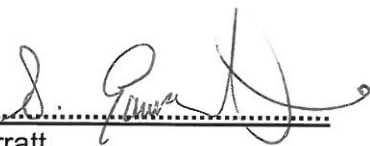
- Members asked for thanks to be sent to Jed for his work on that weekend (lowering the bollards and raising the electric banks). However, an email to be sent to the Street Scene Manager about the lack of bins, these were not provided by FDC but had been promised.
- All paperwork had been submitted and approved by FDC for the three events, however Cllr Whitwell has received a letter from FDC advising that WTC now need a TENS licence. We have to obtain permission from CCC to use the Market Place as it is in their ownership.
  - Contact Abby Freed at CCC
  - Sign standard conditions and return to FDC
  - Obtain Temporary Events Notice FDC
- New Road Allotments footpath – Highways have quoted for three options (1) 11M Path to main entrance £2343.88. (2) 76m Path to secondary entrance £15,513.85 (3) 102M to Amenity Site £17,426.06. Members agreed that Cllr Whitwell will submit option 3 to Full Council as the submission for the LHI 2017/18. Cllr Garratt asked for this to be put on the July FC agenda.
- Contracts – Members agreed that as this is the contractors first year they have completed a good job on the B1040 Grass Cutting. The hanging baskets are up and look good. The Clerk will be sending out the contracts for the planting of the hanging baskets on the 30<sup>th</sup> June 2016)
- The Bower – Middle Level had confirmed they will commence their bank cutting in July, this doesn't mean to say they will start the Bower in July.

CP33/16 – Information.

- There was no information.

CP34/16 Date of next meeting – 27<sup>th</sup> July 2016

Meeting Closed: 7.16



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Cllr Garratt  
Chairman  
Community Projects Committee