

Estates & Recreation Committee Meeting – 28 JUNE 2021

Agenda Item Notes

1	<p>APOLOGIES - To Receive, consider, and accept Apologies for absence:</p> <p>Apologies received from Councillors unable to attend are put forward for the Committees consideration and acceptance.</p>
2	<p>CO-OPTION – To receive and consider a request for co-option to fill a vacancy on the Committee</p> <p>Cllr David Thomas expressed an interest at the Council meeting on 21 June 2021.</p>
3	<p>DECLARATIONS OF INTEREST - To receive any Disclosures of Pecuniary and/or Personal Interests / Requests for Dispensations / Notifications of Changes to Register of Members Interests:</p>
4	<p>MINUTES - To sign as an accurate record the minutes of the Council Meeting held on 24 May 2021.</p> <p>Councillors receive a DRAFT copy of the minutes and are asked to approve them prior to being signed by the Chair of the meeting.</p>
5	<p>PUBLIC PARTICIPATION – Residents are invited to give their views or question the Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman:</p> <p>This is the one and only time set aside for members of the public to speak. (<i>*see Appendix A below for a further explanation of the rules of Public Participation</i>)</p>
6	<p>REPAIRS & MAINTENANCE -</p> <p><u>(a) To receive notification of the completion of works carried out at the Crossways car park:</u></p> <p>The work has now been completed and photographs are included in Councillor’s agenda packs showing the condition before and after the works that have been undertaken. The contractors were amazed that the columns had not toppled over because they were not fixed to the wall itself. It is good that the work has now been undertaken so all is safe.</p> <p><u>(b) To receive and consider a quote for eco mulch for second piece of gym equipment - £1,450:</u></p> <p>At the meeting on 24 May the Committee resolved to install two new pieces of gym equipment. On a site survey visit the contractors realised that the existing footprint of soft surface was not large enough to accommodate both items and have submitted a quote for eco mulch.</p> <p>Please note that the quote states that it is not a requirement and that it can go straight into the ground/grass, however, this would not be uniform to all other pieces of equipment that does have a soft surface of eco mulch.</p>
7	<p><u>CEMETERY:</u></p> <p>A redacted copy of the request is included in Councillor’s agenda packs.</p>
8	<p><u>HALLAM FIELDS HALL:</u></p> <p><u>a) To receive and consider a defibrillator to be installed at Hallam Fields Hall:</u></p> <p>It was always agreed at the development stage of building the Community Hall that a defibrillator would be installed and that the costs would come out of the s.106 funding received for first year maintenance and set costs. This budget is still available and options for various models are set out below.</p>

	<p>Option 2 is the most similar to the other defibrillators that the Parish Council have had installed in the village.</p> <p>Option 1 – ShockBox Sentry - £1,620 + £200 installation and set up = £1,820 Lifeline AED with carry case in a locked cabinet complete with signage pack</p> <p>Option 2 – Defibsafe 2/ DS2 - £1,450 + £200 installation and set up = £1,650 Lifeline AED with carry case in a locked cabinet complete with signage pack</p> <p>Option 3 – ShockBox Rotaid - £1,375 + £200 installation and set up = £1,575 Lifeline AED with carry case in an un-locked cabinet complete with signage pack</p> <p><u>b) To receive and consider a quote for a projector to be installed in the hall - £2,014</u></p> <p>This would offer the same facility for meetings etc that the Village Hall has, it is the same contractor that installed the system in the Village Hall. There are funds available in the Hallam Fields Hall – 1st year maintenance and setup budget to pay for this.</p>
9	<p>FINANCE & ACCOUNTS</p> <p><u>a) To receive expenditure for approval of £2,738.51 net for May 2021:</u></p> <p>Financial reports are included in Councillor’s agenda packs for approval and signing.</p>
10	<p>ESTATES TEAM MANAGERS REPORT</p> <p>The Estates Team Manager will deliver verbal reports at the meeting.</p>
11	<p>DATE OF NEXT MEETING - Monday, 23 August 2021 at 7:00pm</p>

*** See below for Appendix A – Rules for Public Participation**

PUBLIC PARTICIPATION AT PARISH COUNCIL MEETINGS

Meetings of the Parish Council are not public meetings, but members of the public have a statutory right to attend meetings of the council as observers.

Members of the public have no legal right to speak unless the Parish Council Chairman authorises them to do so. However, as part of its community engagement, Parish Councils can set out a time for public participation at an agreed time when members of the public are invited to speak.

Members of the public should not be involved in the decision-making of the Council, and the Council should not make any instant decisions at the behest of members of the public on items that are not included on the agenda. As a matter of best practice, 'Public Participation' will be kept separate from the debate of the councillors.

If matters raised are not on the agenda for the meeting these can be used to form part of the agenda for a future meeting at the discretion of the Council.

Members of the public are welcome to stay for the Council meeting after the public session as observers but will not be able to join in the discussion unless invited to do so at the discretion of Chairman of the meeting.

Members of the public may be excluded by a resolution of the meeting for specific items which need to be discussed in confidence (e.g. staffing matters, tenders for contracts, some legal issues).

RULES FOR PUBLIC PARTICIPATION

- Public Participation shall not exceed ten minutes unless directed by the Chairman of the meeting.
- The time for each member of the public to speak is limited to 3 minutes.
- If more than one member of the public wishes to speak on the same topic, they should nominate one person to speak on their behalf. This will avoid duplication and make the best use of the public participation period.
- Information handouts brought to the meeting should be placed on the table provided to avoid delaying or interrupting the meeting. These will be disseminated after the meeting by the Clerk.
- Public Participation is an opportunity for members of the public to make representations, answer questions or give evidence relating to the business to be transacted on the agenda
- The Chairman has the right to say that any question or statement is inappropriate and will not be accepted.
- Neither Councillors or the Clerk should be put under pressure to respond immediately to comments received during public participation.
- Members of the public do not have a right to force items onto the council agenda
- Members of the public do not have a right to insist on how matters are recorded in the minutes.
- A question raised by a member of the public during a public speaking session shall not require a response and there should be no debate or discussion between the Councillors and the public.
- A brief record of topics raised at public participation will be included in the minutes of that meeting. But libellous, offensive, and discriminatory comments will not be minuted, if the issue is on the agenda, then it will be discussed under the appropriate item.
- All person's present will act respectfully towards every other person present and will not act in a manner that demeans, insults, threatens or intimidates him or her. All statements, questions, responses, challenges to statements, complaints or criticisms must be made politely.
- All statements, questions and responses must be related to the facts of the matter and not be personal in nature. There should be no reference to personal views on any person. on.

Please note that offensive or threatening behaviour will not be tolerated. If a member of the public interrupts the proceedings of any meeting the Council reserves the right to curtail the contribution of that person and exclude a disorderly person.