

BARROW GURNEY PARISH COUNCIL

Minutes of the meeting of the Village Green Committee (VGC) of the Barrow Gurney Parish Council held at Prince's Motto, Barrow Street, Barrow Gurney on 16 November 2019.

Present: Cllr Joanna Critchett, Richard Dennys, Nick Kerswell, Rob McKenzie (Chairman) and Joanna van Tonder (Parish Council Clerk)

Distribution: The Village Green Committee members and Parish Councillors

1 Apologies for absence

Apologies had been received from Jim Durie.

2 Minutes of the previous meeting:- 17 November 2018

The minutes of the last meeting having been circulated previously were taken as a true and accurate record.

3 Public Questions

There were no members of the public present.

4 Half Year Financial Review of Committee expenditure

The Clerk presented the Half Year Financial report of the VGC expenditure for the current year, copy attached. Estimated expenditure for the year was predicted to be under budget in the region of £130 primarily due to refuse removal costs budgeted for but not incurred. An overspend on strimming, as a result of an unforeseeable change of supplier, was offset against savings made on path spraying.

5 Playground Inspection

a) Review of Play Inspection Co. report

The report was discussed and it was noted that the findings were either classed as low or very low risk.

It was also noted that the inspector recommended there should be a sign in the vicinity of the play area giving emergency contact details.

b) Playground Inspection Training feedback

Nick Kerswell reported he had attended the useful three hour training session. The trainer had suggested proof of weekly inspections be retained for at least 21 years to fully cover any potential liability claims that might arise and that the Parish Council's liability extended to any equipment brought in to the Village Green as well as that provided on the Green.

Nick reiterated the advice that had been given regarding the presence of a sign on the fencing (see 5(a), above). It was agreed to purchase a small green sign showing the Village Green's address and Clerk's e-mail contact details.

Action: Clerk to price a sign and purchase, with committee's approval

c) Co-ordination of weekly inspections

Nick Kerswell agreed to act as the VGC's *Key Person* and would undertake quarterly assessments of the weekly inspections to ensure any issues flagged up were dealt with timeously.

Members discussed and agreed the inspections schedule for the forthcoming couple of months.

6 Future improvements and enhancements

- a) **Mill Railings repairs**
- b) **Bridge repairs**
- c) **Play area fencing repairs**

The Clerk advised that, at the meeting on 11 November, the Parish Council had devolved the decision on the awarding of the contract for the three lots of work to the Village Green Committee. Members discussed the three quotations received.

Rob McKenzie proposed, Nick Kerswell seconded and it was agreed to award the contract to Nailsea Fencing at a total cost of £885 + VAT, in line with the recommendation of the Parish Council and on the basis that this contract offered best value for money.

7 Additional Maintenance work

Set up a work-party to:

- a) **- remove lower branches of Alder Trees**

It was agreed Rob McKenzie and Nick Kerswell would take on the task of removing the lower branches around the Boules area during the Winter months. Joanna Critchett confirmed she had a helmet and visor that could be used.

Richard Dennys suggested looking out for Mistletoe in the Apple trees as he had noticed a proliferation in his own garden.

- b) **- plant additional hawthorn saplings**

Rob advised he could source 10 Hawthorn saplings for £15 and it was agreed for him to proceed.

Members discussed options for creating a barrier in the gap at the end of the hedge to prevent people walking through and trampling the saplings. It was felt that stringing up twine or bright builder's string would be most appropriate.

8 Village Green Maintenance schedule 2020/21

It was agreed Little Apple Gardening Services would be asked to provide the following for 2020/21:

- 20 x grass cuts (Village Green)
- 20 x grass cuts (playground)
- 2 x major and 4 x minor strims
- 4 x path spraying

Rob McKenzie advised the availability of a trailer for use during clear-ups may be coming to an end and so it was agreed to ask Phil Carnell if he would be in a position to help.

Action: Clerk to address with Phil Carnell at the next PC meeting

9 Village Green Committee proposed budget 2020/21

Various items of expenditure were discussed:

Picnic Tables

Members discussed the advantages of having an additional one or two picnic tables on the Village Green. It was agreed to budget a sum of £500 for two wooden picnic tables.

Additional grass cuts

It was agreed to budget for the same number of cuts, strims and sprays as 2019/20 (see 8, above). However, the prices would be higher than those in the 2019/20 budget as a change of supplier mid-year had resulted in increased rates.

The Clerk confirmed the draft budget would be circulated for discussion and agreement once next year's prices had been confirmed.

10 Date of the next meeting

Date of next meeting: Saturday, 14 November 2020 at 11:00 (Prince's Motto)

Thanks were extended to Lloyd and Alex for opening up the Prince's Motto especially for the meeting. The meeting closed at 12:15pm.

BARROW GURNEY PARISH COUNCIL

Clerk:
Ms Joanna van Tonder
Tel: 07586 437769

HALF YEAR FINANCIAL REVIEW 2019 / 2020

VILLAGE GREEN COMMITTEE BUDGET

	<u>Actual</u> for the 6 months ending 30/09/19	<u>Estimated</u> for the year ending 31/03/20	<u>Budget</u> for the year ending 31/03/20
Annual Expenditure:			
Grass cutting	720.00	1,080 ¹	1,200
Path spraying		²	144
Strimming	200.00	400 ³	230
Annual playground inspection		65	65
Refuse collections		⁴	106
Remedial repairs to playground		220 ⁵	150
Contingency			
	<u>920.00</u>	<u>1,765</u>	<u>1,895</u>
Extraordinary Expenditure:			
	<u>0.00</u>	<u>0</u>	<u>0</u>
Grant Expenditure:			
	<u>0.00</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURE	<u>920.00</u>	<u>1,765</u>	<u>1,895</u>
NET INCOME/(EXPENDITURE)	<u>920.00</u>	<u>1,765</u>	<u>1,895</u>

Notes:

- Grass cutting estimates include: Little Apple inv. dd 27/09/19 – 2x cuts (@ £60ea) and Little Apple inv. dd 25/10/19 - 1x cuts (@ £60ea) PLUS ESTIMATED 3x cuts (@ £60ea) to be completed before 31/03/2020
- No weed spraying to be completed before 31/03/2020; equipment and weedkiller has been provided to VGC for own use FOC
- Strimming estimates include: Little Apple inv. dd 25/10/2019 - 1x strim (@ £200ea) PLUS ESTIMATED no further strimming to be completed before 31/03/2020
- No refuse collections to be completed before 31/03/2020
- ESTIMATED cost to repair play area fence and bridge