

## HARTING PARISH COUNCIL

Minutes of the meeting of **Play and Open Spaces Advisory Committee (POSAC)** held on **Tuesday 6 April 2021 at 6.30 pm.**

The meeting was held via Zoom video link in accordance with the Coronavirus Act 2020

**Present:** Mr Shaxson (Chair) (AS), Mr Bonner (TB), Mrs Bramley (SBr), Mrs Bull (SB), Mrs Curran (PC), Mrs Dawson (SD), Mr Palmer (AP).

In attendance: Mrs Walker (Parish Clerk) (TW).

**1. Apologies for absence:** Mr Claydon (JC).

**2. Declarations of interest:** None.

**3. Minutes from Meeting held on 1 March 2021**

The minutes were approved and will be signed by the Chairman as a true record when the coronavirus restrictions allow.

**4. Matters arising:**

The clerk will remain in contact with the local student in respect of South Gardens.

**5. Gates to secure South Gardens and the Warren**

At its meeting in September 2019 the Council agreed to the purchase, up to the value of £4,000, and installation of barrier gates to secure the entrances to South Gardens and the Warren.

Initially, a local contractor had offered to carry out the works, but after several months it became obvious this help would not be forthcoming. Quotes were requested from other contractors but these have been slow coming forward and combined with the pandemic restrictions the project has been difficult to progress.

More recently, two local contractors have supplied quotes to for the purchase and installation of the gates.

Contractor A - Tom Bate £1954.40

Contractor B – Hennessey's £3900.00

At the time of the traveller incursion in July 2019 CDC confirmed that a grant may be available to help with the cost of the gates. Since the quotes have been received this option has been investigated and the Council has received a £1000 grant.

Given the vast difference in quotes, and as the expenditure had already been agreed with the Council, plus the impact of the grant on the overall cost, the Chair and RFO agreed that contractor A should be awarded the job and asked to commence work as soon as possible. This is in accordance with the Financial Regulations.

The members were informed the initial work had already taken place and the gates were ready for installation. Once in position key operated padlocks will be needed to secure them.

## 6. South Gardens signage

Further to the previous POSAC meeting, Mr Martin had created a design for the South Gardens signage (see Appendix A), the planned size is 1000mm x 925mm.

The members discussed the design and, after some minor amendments, agreed to recommend the design to the full Council meeting on 15 April 2021.

The position of the sign will be discussed at a later date. It was agreed it needed to be clearly visible but not in the way of the new barrier gate.

Quotes had been provided for the construction and fitting of the sign:

### Option 1

Manufactured from exterior grade aluminium, laser cut with radius corners for safety and a central bevel as specified.

Powder-Coated with a gloss RAL Green on both sides and edges.

The rear of the sign fitted with full length powder-coated channels for post fixture.

Production and output of 2 posts - 2000mm in length (76mm diameter).

Powder-coated green as per the main sign plate.

Graphics printed in full colour onto exterior grade self adhesive vinyl and applied with a clear UV resistant wipe-clean mat laminate prior to wrapping.

£496 + vat

### Option 2

Manufactured from exterior grade metal Dibond, screwed onto existing posts. The materials used would mean the sign would have to be in a rectangular form.

£260 + vat

For both options the cost of onsite fitting is £225 + vat.

The members considered the options and agreed that Option 1 would provide a better quality sign, and also it would be sensible to have the sign fitted by the contractors.

‘No cycling’ signs will be purchased to put on the gates and entrances to the Warren.

*The following recommendations were agreed:*

- i. That the committee agreed to recommend to the Council that the design for the South Gardens signage is accepted*
- ii. That the committee agreed to recommend to the Council that the sign should be produced according to Option 1 at a cost of £496 + vat*
- iii. That the committee agreed to recommend to the Council that the contractors should fit the sign at a cost of £225 +vat*

## 7. Quotes for pond survey

Earlier in year POSAC had discussed the need for an ecological survey to be carried out on the ponds in South Gardens, this would enable a management plan to be set up for future works whilst taking into account the ecological and leisure aspects of the area.

The Council had agreed for quotes to be obtained and contractors had been approached. The following quotes had been received:

Contractor A – Gray’s Ecology - £1281.20 – visited site prior to quote

Contractor B – Laurie Jackson - £650 – no visit, quote provided

Contractor C – Tom Grayling – unable to provide a quote at time of asking, no further contact.

The members considered the quotes and felt the survey offered by Gray’s Ecology was more comprehensive and, given the contractor had been to the site, agreed to recommend this quote to the full Council at its meeting on 15 April 2021. It is hoped the survey will take place during the Spring.

*The following recommendation was agreed:*

*That the committee agreed to recommend to the Council that Gray’s Ecology should be appointed to carry out an ecological survey of the ponds in South Gardens*

#### **8. Items for future meetings**

- i. Working parties – once Covid restrictions allow
- ii. Review of play equipment inspection

#### **9. Any other business**

- A group of councillors had met with some members of the WMPF (War Memorial Playing Fields) with regard to the Asset Review, it is hoped there may be potential to work with them
- The planting in the Warren has been completed.

#### **10. Dates of next meeting**

The next meeting will be held on Tuesday 8 June at 6.30pm via Zoom.

The meeting closed at 7.10 pm

## Appendix A

