

THE MINUTES OF THE MEETING OF THE ESTATES & OPERATIONS COMMITTEE HELD ON THURSDAY, 9TH NOVEMBER 2017, AT 7.00P.M. IN THE CIVIC OFFICES, FEN LANE

Present: Councillor Briggs

Councillors: F W Lee Mrs J Phillips M Rodgers P Roe S Roe

Mrs S E Green – Committee Clerk

C Lewis – Services Supervisor

1. ACCEPTANCE OF APOLOGIES FOR ABSENCE

None.

2. DECLARATION OF MEMBERS' INTEREST IN ANY ITEM

None at this point.

3. APPROVAL OF ESTATES & OPERATIONS COMMITTEE MINUTES DATED 7TH SEPTEMBER 2017 AND 5TH OCTOBER 2017

AGREED

Proposed by Councillor S Roe, seconded by Councillor Rodgers
That the minutes of 7th September 2017, as presented, be accepted as a true record.

3 for: 1 abstention of those present on 07.09.17

AGREED

Proposed by Councillor S Roe, seconded by Councillor Lee
That the minutes of 5th October 2017, as presented, be accepted as a true record.

Unanimous of those present on 05.10.17

4. ANY COMMENTS AND QUESTIONS ON UPDATED SERVICE STAFF PRIORITY LIST

All Members present had received a report compiled by the Services Supervisor detailing work carried out over the last few very busy months. Members noted the contents and in particular work carried out to football pitches and the commencement of the pollarding of the willows on Witham

Fields. The Clubs using Fen Lane as their home pitch had expressed their appreciation of how well the pitches are looked after by the staff.

5. MEMBERS REPORTS ON AREAS OF RESPONSIBILITY

Chapel Fields: Councillor S Roe reported. Looks satisfactory. Issues with corner posts of perimeter fencing have now been rectified.

Mill Park: Councillor S Roe reported. Looks satisfactory. Lots of leaves.

Cheviot Close Play Park: Councillor S Roe reported. Satisfactory.

Poppyfields: Councillor S Roe reported. Several commercial vehicles are being parked in the area next to the open space. As this should not be used as an overflow car park Members would consider how this practice could be stopped. Attention is required to the fencing.

Glebe Park: Councillor Mrs Phillips reported. Hedge has been cut back and park looks very good.

Witham Fields: Councillor Lee reported. Moles evident on the field.

Skatepark: Councillor Lee reported. Seats need refurbishment when time permits.

Memorial Field Play Park: Councillor Rodgers reported. Looks satisfactory.

Cemetery: Councillor Rodgers reported. Looks good.

Village Green: The Services Supervisor reported issues with a play park gate. Repair or replacement of the adjustor will be investigated.

6. CORRESPONDENCE AND CLERK’S ITEMS

a) **Resignation of Committee Member:** Members were advised that Councillor Rigby had resigned from the Committee due to other commitments on the Council. Members were also advised that due to his resignation from the Council, Councillor Sahunta would no longer be serving on the Committee.

b) **Complaint regarding Grange Park:** Following a complaint from a nearby resident who objected to ball games being played on the park it was

Proposed by Councillor S Roe, seconded by Councillor Mrs Phillips

AGREED

To erect No Ball Game signs on Grange Park.

Unanimous

c)

Proposed by Councillor S Roe, seconded by Councillor Briggs

AGREED

To ratify the acceptance of the quotation from B&B Tree Specialists to carry out tree works on the Village Green and St Aiden’s Park at a cost of £2950.

Unanimous

7. PROVISION OF COMPOUND/STORAGE AREA ADJACENT TO GARAGE

The quotation received for fencing of the area is incorrect as it only covers approximately half of the available area, therefore further quotations would be sought.

8. VEHICLE LEASING UPDATE

Due to incorrect quotations received from the leasing company, this Item is still in progress.

9. ENTRANCE TO CIVIC OFFICES

Members agreed that they wished to start investigating this project and obtain designs for a new frontage and entrance door. Committee Clerk to begin the investigation when time permits.

10. NEW CHAIRS FOR COUNCIL CHAMBER

As Councillor Roe had sourced a suitable type of chair for the Council Chamber it was agreed to

Proposed by Councillor S Roe, seconded by Councillor Rodgers

RECOMMEND

To Finance & Policy to purchase 20 black chairs suitable for meetings for the Council Chamber @ £200, total cost of £4000.

Unanimous

11. HYKEHAM COMMUNITY HUB – BUILDING AND SITE SERVICES PROVISION

a) **Ratification of acceptance of Alarm Monitoring Contract and Key Holder Service:**

Proposed by Councillor S Roe, seconded by Councillor Mrs Phillips

AGREED To ratify the acceptance of an annual Alarm Monitoring Contract of the Intruder and Fire Alarms with Freedom Fire and Security at a cost of £850.
Unanimous

AGREED **Proposed by Councillor Briggs, seconded by Councillor Lee**
To ratify the acceptance of an annual Key Holding & Response Service Contract with Lindum Security at a cost of £99.
Unanimous

- b) **Boiler – Extension of Guarantee:** Offer of Vaillant Boiler protection plan for extension of guarantee. Members did not wish to take up the offer as they wished the boiler to be serviced by our current contractor which also meets the criteria for the extension to the guarantee.
- c) Salt bin to be provided in bin compound and provision of external notice board to be referred to the Community Committee.

12. RATIFICATION OF ACCEPTANCE OF KEY HOLDER SERVICE FOR CIVIC OFFICES

AGREED **Proposed by Councillor S Roe, seconded by Councillor Briggs**
To ratify the acceptance of an annual Key Holding & Response Service Contract with Lindum Security at a cost of £99.
Unanimous

13. PRECEPT 2018/19

Members considered suggested projects from the Services Supervisor. It was felt that improvements to the showers and changing rooms, vehicle access gates at the Village Green and replacement pedestrian bridge on the Village Green could not be considered for funding from the precept 18/19. Alternative funding may be investigated for some projects. The provision of a new mower with collector was considered and Members agreed to

RECOMMEND **Proposed by Councillor Briggs, seconded by Councillor S Roe**
To Finance & Policy a Committee Precept of £96950, an increase of 1.6% to facilitate the purchase of an additional mower with a collector.
Unanimous

14. ITEMS FOR INCLUSION ON NEXT AGENDA

Entrance to Civic Offices, update on new chairs for Council Chamber, precept 18/19.

The meeting closed at 20.45