

**Sutton cum Lound Parish Plan Steering Group
Minutes of Meeting – 29 November 2011
Held at the village hall**

In attendance:

Brian Seddons (BS)
Sharon Dyson (SD)
Joan Richardson (JR)

Kathryn Seddons (KS)
Martin Rees (MR)
David Wilson (DW)

1 Apologies:

Apologies were received from Angela Close (AC), Andy Close (JAC) and Jason Soresby (JS)

BS reported that John Gough had resigned from the Steering Group as he felt unable to continue due to his other commitments. It was agreed that at least one replacement member was sought, and possibly more as the constitution allows for 12 members. A notice should be included in the next edition of the Sutton Spotlight if there was sufficient space.

2 Minutes of previous meeting:

SD pointed out that in section 2 paragraph 4 of the minutes, the text needs amending to read: -

"SD reported that she had heard unofficially that the school had offered the use of its grounds".

3 Matters Arising

BS reported that he had not contacted the school regarding use of the grounds on the Sunday as the Clerk to the Parish Council had made it clear that the Saturday was the only day the caretaker was available.

AC had compiled a detailed list of costs for the proposed Jubilee celebrations, and this had been sent to the Parish Council with the letter from BS.

KS had received one further contact in respect of hog roast providers.

JS & DW had compiled a list of suggested options from the BigFunUK supply company. SD had not been involved in this but had her own selections.

SD reported that the travelers site had closed and therefore the eco rides were not an option.

DW brought notices for "artists" to the meeting for distribution around the village.

4 Finance Report

KS reported that the balance on the account stands at £576.71 with the hall hire outstanding.

5 Diamond Jubilee Celebrations

MR reported that the Diamond Jubilee draft plan and costing had been well received by the Parish Council, however, there were some concerns about the cost of some individual items and that there would be little community spirit by using external suppliers. The upper limit of spending would be £4,000 and MR suggested that this was made up of £3,000 from the Parish Council and £1,000 from the Parish Plan ring-fenced funds. SD questioned why the ring-fenced money would be used for this purpose as this was not a Parish Plan action but was something that the Parish Council had asked the Steering Group to organize. MR responded that as all the money was coming from the Parish Council anyway it was still being spent on Parish related items. BS stated that he had come away from the November Parish Council meeting with the understanding that the costs would be kept to £3,000 and this would be wholly financed by the Parish Council, and that he would contact the Clerk to find the best method of arranging for payment to suppliers.

Action: BS to contact the Clerk to discuss payment procedures

DW presented his and JS selections from the BigFunUK supplier which totalled £1,095 and SD's selections were 3 items for £975 and possibly 4 items for £1,100

JS had suggested approaching traders who may set up for the day including candy floss, ice cream, face painting etc. and SD suggested that she may be able to source a popcorn provider.

Action: SD to speak to Dick Bolton regarding a potential contact to supply popcorn

MR reported that an official beacon had been secured for the village and this would need to be lit on Monday 4 Jun 2012 between 10.00pm and 10:30pm. Discussions were still ongoing with the church regarding the siting of the beacon on top of the bell tower.

6 Play Facilities

BS reported that the tender process was due to end on 9 December 2011 when it would be clear what equipment would be supplied. Discussion took place as to whether 2 standard 5-a-side goal posts would be better with a separate cantilevered hoop positioned on the existing hard-standing, and that this may be funded from the ring-fenced funds if not included in the initial plans.

Action: BS to contact Notts CC to check on progress with tender process

It was raised again about the need for fencing between the play facilities and the car park area for the village hall. BS to check with Notts CC that this was not a requirement at this stage and could be added when the village hall committee commence the works on the new entrance.

Action: BS to contact Notts CC to discuss

SD raised the issue of having CCTV on the play equipment for safety and to ensure it is not damaged. MR stated that this had been discussed after the Post Office raid and had been dismissed at the time but that perhaps a further discussion should take place. SD to ask Frank Bradley (Neighbourhood Watch) to check for funding that may be available for this.

Action: SD to contact Neighbourhood Watch regarding funding

7 Any Other Business

MR was questioned regarding the bench workshop with the school and stated that this was to take place in January and be funded from the ring-fenced funds as already discussed in a previous meeting. MR went on to state that other items were being paid for from the ring-fenced monies, such as the fencing around the Christmas tree that was due to be erected now that the tree had been planted, which those present were unaware of. MR stated that this and other items were clearly identified in the Action Plan and he was only delivering on issues already discussed. SD suggested that as no members of the Parish Council had been to recent meetings, this information had not been widely available. BS also raised the issue of the remaining balance of the ring-fenced funds and would contact the Clerk to obtain the breakdown of monies spent so far.

Action: BS to contact the Clerk for balance of the funds

The bench workshop would aim to produce 2 benches but it was suggested that if a further £500 could be sourced, this could be extended to 3 benches. MR suggested that Liz Yates may be able to provide this and would contact her directly.

Action: MR to contact Liz Yates regarding funding

BS reported that the Youth Bus had started to visit the village, although on its first visit there were some issues with 2 particular youths' behaviour. MR had suggested that the bus be parked in front of the garages on Portland Place in future to alleviate issues with some residents. BS went on to report that the Blue Skies people had been in touch regarding youth provision in the New Year including a timetable of sports events and it was suggested that they may be included in the Jubilee weekend events.

Action: BS to contact youth services regarding inclusion in Jubilee Celebrations

MR offered the use of a trailer for the Jubilee weekend and the group agreed that its availability should be investigated. It was also suggested that a marquee was sourced and MR had a contact that could help with this.

Action: MR to source marquee quotation

MR reported that he had obtained a supply of free dog waste bags for distribution to dog owners in the village.

BS suggested that as the next meeting would fall on 3 January 2012, this may be too early after the Christmas holidays and that the next meeting should take place the week after. Those present agreed with this.

Date/time of next meeting: Tuesday, 10 January 2012, 7.30 pm in the Village Hall.