



<b>Meeting Date:</b>	<b>23 February 2022</b>
<b>Report Type:</b>	<b>Public – for action</b>
<b>Report Subject:</b>	<b>Scheme of Delegation Decisions</b>
<b>Agenda Item No:</b>	<b>6</b>
<b>Contact:</b>	<b>Chairman</b>

## **BACKGROUND:**

In the period following the Council's December meeting various matters have arisen and various decisions have been made by the Parish Clerk/Chairman under the Scheme of Delegation. These now need to be ratified, together with all the payments made (listed in Agenda item 8).

### **1. ROESHOT HILL ALLOTMENTS**

(a) Following the breakdown of their equipment. BCP were unable to complete the hedge cutting alongside the A35. An alternative supplier was invited to quote to finish the work. Unfortunately, the revised price exceeded our budgeted figure by some £2000 and the Parish Clerk therefore rejected it. On inspection it seems the hedge cutting can wait until later this year when it is hoped BCP will have suitable equipment available.

**RECOMMENDATION:** To ratify this decision.

(b) An allotment holder who had failed to properly cultivate the plot was evicted in January. Threats of legal action were then received by the Parish Clerk, mainly related to alleged damage to and loss of property on the allotment. The Clerk and Assistant Clerk visited the site and spoke with RHAA officers to ensure that proper procedures were fully observed.

**RECOMMENDATION:** To ratify this decision to evict and to vigorously defend any legal action brought against the Council.

(c) In line with the Council's intention at the time of the appointment of our Assistant Parish Clerk, formal notice has been served on SVPP that we no longer require their services to invoice allotment holders. SVPP will continue to be responsible for the collection of arrears (currently around £4k is outstanding). The Assistant Clerk is now preparing a billing system which will become operational in December 2022.

**RECOMMENDATION:** To ratify this decision.

### **2. NEA MEADOWS**

(a) A quotation for £220 had been received for the repair of a damaged seat. It was decided to ask Men's Sheds to undertake the repair and this has now been done saving the Council £220.

**RECOMMENDATION:** To ratify this decision and to thank Men's Sheds for carrying out the repair.

(b) The Chairman attended the AGM of The Friends of Nea Meadows when a discussion took place to wind up the group. The issue is a lack of volunteers for the positions of Chairman and Secretary. In the event a decision was taken to meet again in April after a campaign to seek volunteers. The Friends are important to the Parish Council as they can give the Council information helpful to our maintenance responsibilities.

**RECOMMENDATION:** To note this situation.

### **3. WINGFIELD PAVILION & RECREATION GROUND**

(a) In 2019 the Council awarded a contract for the removal of a diseased tree but owing to a variety of circumstances the contractor has been unable to undertake the work. After many attempts to bring this to a conclusion the Chairman decided to terminate the contract and retender the job. That has now been done and the contract awarded to a new contractor. The additional cost to the Council is £1580. The original contractor has intimated that he requires part payment in respect of two unsuccessful attempts made to fell the tree.

**RECOMMENDATION:** To ratify this decision and to agree not to reimburse the original contractor on the grounds that his inability to complete the contract has financially impacted more heavily on the parish council than on the contractor.

(b) To date the pavilion has been cleaned on a weekly basis by BCP. The cost of this has been £18.75 per week but this has never been recharged to the Parish Council. The SLA is silent on the matter of cleaning costs. BCP Council is retendering the work from 1<sup>st</sup> April 2022 and they have given notice that the costs will, in future, be charged to the Parish Council. In consultation with the Chairman the Parish Clerk is currently seeking an alternative cleaner at a cost lower than BCP's current cost. We are also discussing with Users the potential fees' increase we may have to consider.

**RECOMMENDATION:** To ratify the actions to date and to request a further report once costs become clearer.

### **4. LAKESIDE**

(a) Following the December Council meeting a further task day was held at Lakewood on 6<sup>th</sup> February. Despite the attendance of a BCP officer and a parish councillor further arguments ensued over the removal of trees. It is clear that some local people are not in favour of the management of the site by the Friends of Lakewood. BCP's Tree Officer was involved following many complaints and has instructed the Council that no further tree work is to be undertaken in the absence of an approved application. The benefits provided to the Parish Council by the Friends are considerable and the Chairman has previously advised protesters that their remedy lies in attending and participating in the AGM of the Friends. The Parish Clerk is seeking from the Friends a draft Management plan for the site.

**RECOMMENDATION:** To note this situation.

## **5. REJUVENATE INVOICES**

(a) The errors previously referred at the Council's November & December meetings have now been corrected and the outstanding amount reduced by £100. In addition, the decision to discontinue the .gov email address for those councillors not wishing to use it has been implemented at a saving of £216 pa, The remaining .gov addresses are for the Chairman and Councillor Butcher.

**RECOMMENDATION:** To ratify this decision.

## **6. CLOCK ON THE OLD (NOW DEMOLISHED) G&T BUILDING**

(a) A request was received from HRA for the Parish Council to acquiesce in them obtaining this clock which is longer required on the building. In order for it to be released the Contractor requires both the Parish Council and BCP Council to agree. The Chairman authorised its release and transfer to HRA which now awaits a similar action by BCP Council.

**RECOMMENDATION:** To ratify this decision.

## **7. MAINTENANCE OF BURE BROOK FOOTPATH**

(a) At a meeting between the Chairman and Hoburne's Director of Developments it was agreed that Hoburne:

- will write to confirm their agreement to volunteers working on their footpath.
- will not provide PL insurance cover for the volunteers
- will carry out tree maintenance. HWPC will provide a specification as to what maintenance is needed. HWPC will also seek BCP Council's approval for work within the TPO area.
- will inspect the area around the footbridge with a view to carrying out necessary maintenance to assist the use of the path by wheelchair users.

**RECOMMENDATION:** To ratify this action and to agree to continue to press for the completion of each of the above agreements. In relation to PL insurance to agree to follow this up by identifying the cost of an appropriate policy and reporting back to a future meeting of the Council.

## **8. THE BIG CONVERSATION**

(a) After receiving your various contributions I returned the questionnaire to BCP Council's consultants, 1HQGlobal on 25<sup>th</sup> January and its receipt was acknowledged by Susy Weitz, Senior Strategy Director. She commented that she looked forward to going through our responses. Nothing more has been received from her. It is possible we may be asked to take further part in the exercise.

**RECOMMENDATION:** To note this situation and to agree (or otherwise) to continue to co-operate with the consultants.

## **9. RENOVATED PUBLIC SEATS**

Four discarded seats were rescued from the Zig-Zag path and gifted by BCP Council to HWPC. Mens Sheds kindly undertook the refurbishment of these and the first two were sited at Walkford Road Allotments and alongside the Jubilee Trees site at The Castle. The third seat is promised for Lakewood and Mens Sheds have asked if the last seat can be sited outside the Co-operative shop in the High Street. The Manager of the shop has requested a seat; he has been extremely supportive both of HAT (free storage of the Christmas Trees) and of Mens Sheds activity. The Chairman has advised the Co-operative that provided they are successful in their request to BCP Council for permission to site the seat the Parish Council will be asked to allot this seat as requested.

**RECOMMENDATION:** To ratify this decision.