



Minutes of the Millennium Orchard and Play Area Committee meeting held at King's Arms (no other appropriate venues available) at 7.30 pm on Friday, 6th September, 2024.

PRESENT: Cllr Louise Taylor, Cllr Sandie Rodda, Sue Willoughby, Anna Jesse.
Attending Jane Clark, parish clerk.

1. **1a Review of consultation meeting held on 2nd September at the Millennium Orchard.**
Rescheduled for Sunday 22nd Sept at 2.30. Flip chart and paper, pens and Post-its to be bought by the clerk to capture feedback. Committee agreed that it would ask users what they wish to see at the Millennium Orchard and then reduce the list to 3 agreed priorities for the committee explore in the coming months.

1b Sue Willoughby offered to develop an online survey about who uses the MO, when and for what, etc. The Committee members thought this would be very useful and asked Sue to go ahead. **CLERK TO ACTION (1a) SUE WILLOUGHBY TO ACTION (1b)**
2. **Who is going to develop action plan to cover inspections, maintenance and enhancement programme with milestones, deadlines and responsibilities?**

The Committee looked at an inspection contract offered by the suppliers of the equipment but decided it was quite expensive at £399 for 5 years and that the work could be done by the parish council's maintenance contractor. He is familiar with the site and able to carry out general maintenance repairs. The Committee agreed to do report to PC recommending that the maintenance contractor adds half an hour a week to do the inspection and provide evidence of work required to clerk. Spare parts can be bought online. The bigger issue is the play area surface, which is beginning to show signs of wear and bubbling up where the ground is wet. Cllrs Taylor and Rodda and Clerk to visit the site to discuss what is to be done about the. Clerk to do a report to PC October or November.
CLLRS TAYLOR AND RODDA AND CLERK TO ACTION
3. Recent inspections, any issues. Copy to clerk, etc. **CLLR TAYLOR TO HAND REPORTS TO CLERK**
4. Are the bins being emptied with appropriate frequency? Maintenance contract made two collections in August. This is sufficient for the time being but can be monitored by the Maintenance Contractor if he takes on the weekly inspection role. **CLLR TAYLOR TO TALK TO CONTRACTOR ABOUT THIS NEW RESPONSIBILITY**
5. Date of next meeting 4th October, 2024 at the Kings Arms 7.30 pm. This meeting to discuss the report to the PC following the collation of the feedback from the survey (if complete) and the Millennium Orchard Open Meeting on 22nd September. **ALL TO ACTION**
6. **AOB.** Anna Jesse volunteered to become a member of the committee and her membership was accepted unanimously by a show of hands.