

A meeting of the Parish Council was held on Monday, 1<sup>st</sup> February 2016 at 6.30pm in the Village Hall.

**Present:** Cllr Fleming, in the chair, Cllr Abu-Hejleh, Cllr Cushing, Cllr Evans, Cllr Stangoe (from 6.50pm), Cllr Whitmore and the clerk.

As this was an extraordinary meeting to discuss matters regarding the playground, no minutes were read, or other business dealt with.

Sovereign Play Equipment has now sent the detailed quotation, with a request for a deposit payment of £3252.87 plus vat: £3903.44.

30% of the balance will be payable on commencement: £4879.31 plus vat.

The remainder: £8132.17 plus vat within 30 days of completion.

The payment of these amounts at the appropriate times was agreed, subject to satisfactory completion.

As at 31<sup>st</sup> December, £6760.75 had been received from grants and fundraising, and more was due to arrive in January. As the Parish Council only receives statements every quarter, the clerk will ask for a printout for January at the bank to confirm the current position.

Insurance: Cllr Cushing will check with Sovereign that they have the correct security fencing, and are responsible for their own equipment on site, and for the whole operation until there is a satisfactory handover. The clerk will check with insurers regarding the ongoing works on site, and insuring the equipment at handover.

Litter: Cllr Whitmore drew attention to the need for litter bins when the playground is operational. This was a good point, and will be dealt with in due course.

Cllr Cushing is to deal with Crown Nurseries regarding the creation of the 5 a side pitch, in the hope that all aspects can be drawn together for the official opening in April. It was agreed to discuss the details of the plaque to be unveiled on that day at the next meeting.

The clerk will send an accompanying letter with the first cheque, stipulating again the £100 a day penalty clause if the playground is not completed by 1<sup>st</sup> April.

The meeting closed at 7.05pm.