



the big 'Lego blocks' that Gallagher's are currently using to deter encampments.

**H25/16 Whitnash Open Spaces** – Awaiting quotes from Dave Herbert to trim back the trees on Church Green.

Flower beds at Plough Green – recycled tubs would not be seen as they do not slope towards the road. A quotation will be sourced to find an alternative.

The suggested Tree Preservation Order list from Cllr Short was emailed to Cllr Mrs Falp on 16<sup>th</sup> September 2016.

**H26/16 Correspondence** – no response re water logged garden.

A quotation has been sourced for a swing for children with disabilities.

### H32/16 HALL AND PLAYING FIELDS PROJECT LIST

Hearing Loop order has been issued for annual check and service awaiting date when this will be carried out.

Fire extinguisher test done.

Emergency lighting test done.

### H33/16 CARETAKER

The Caretaker has resigned due to ill health and will be leaving at the end of January 2017. This will be discussed at the Staffing Committee meeting. Members need to think about the future of the hall.

### H34/16 INCOME AND EXPENDITURE REPORT

The income and expenditure report was forwarded to all Members.

There are two overspends neither of which had a budget set. Hall Cleaning £60 this is cleaning whilst Josie was away. Land Registry £25 this was for Church Close investigations.

Cllr Mrs Falp reported that 50% of the S106 money will be due soon so refurbishment of the play area at Washbourne Playing Fields can be planned.

### H35/16 PRECEPT 2017 - 2018

Members agreed that £10 000 be allocated towards the plans for the new Community Hub for architects, legal fees and planning applications etc.

Concurrent Services are being cut by ½ so this loss needs to be factored in as well.

Finials for the War memorial; Cleaning of War Memorial; bark for play area and grit for new bins to be included as well.

### H36/16 COMMUNITY CONSULTATION REPORT

Cllr Mrs Falp will arrange for a meeting of Community Champions early in

2017. Volunteers are needed for Millennium Garden; delivering Whitnash Tymes; help with various other activities in the town.

### H37/16 ASBESTOS REPORT

The Asbestos Report has been received and a brief report read by Cllr Mrs Falp that was prepared by Ian Colls's daughter.

This is only a "Management survey". Under current regime there are 2 types of survey:

1. Management survey – this is non-intrusive and will only sample the potential Asbestos Containing Materials that can be seen without intrusive works.
2. Refurbishment/demolition survey – this is intrusive and means that materials hidden behind other materials, e.g. floor tiles under floor tiles, etc. are also captured in this type of survey – and as the name suggest would give you all the information you would need should you be needing to carry out refurbishment works or to demolish.

Strictly speaking if you are intending any works where there are materials that have not been either confirmed or otherwise as asbestos then you need to either treat them all as if they were Asbestos Containing Materials or have a refurbishment and demolition survey for that area. I mention this as I would want Jenny / Council to be clear about what this survey actually tells you and also what it doesn't tell you. This is also very important going forward that the building manager is aware of the limitations of the report.

From the report the building manager will also need to produce an asbestos management plan – which is a legal requirement. This is really about how you are going to manage the asbestos that has been found and I would also include in this the process whereby any persons coming to do works in the building would be notified of the management plan, the survey information and the building plan with the asbestos marked on it. I would also include periodic checks on the Asbestos Containing Materials and record these to show that the asbestos is being managed. The checks should be at a suitable interval and this should be determined by the condition of the Asbestos Containing Materials and the likelihood of damage.

Need to ensure that anyone doing works on the site is made aware of the asbestos, and also will need to consider if a full refurbishment survey will be needed for the area concerned.

The report is saying that all Asbestos Containing Materials is capable of being managed and hence no need for more removal – but then there is the ongoing requirement to manage the asbestos as explained above. The key will be in ensuring that this task is owned by someone, and if they move on that this is passed on to someone else.

Cllr Mrs Falp proposed that the Chairman of Hall and Playing Fields and the Clerk 'manage' the Asbestos. The Chairman and Clerk will produce an asbestos management plan, produce a building plan to inform any contractors working on site where the asbestos is.

A copy of the Asbestos Report will be forwarded to Cllr Button.

### H38/16 WHITNASH COMMUNITY HALL

Cost of cover when the Caretaker is away is not cost effective<sup>[TC1]</sup>. Members need to consider this and Cllr Short suggested 'privatising' the hall.

Infrequent requests for hiring the hall on a Sunday are received. The Committee will consider one-off requests, and the rate will be £40.50 per hour and a deposit will also be taken.

The Honour's Board will be full after the next addition and the cost of a new board is £500 - £700. The current Honour's Board can be refurbished by reducing the size of the lettering for +- £90. Members proposed that the

Honours Board is refurbished.

H39/16 WHITNASH OPEN SPACES

RoSPA report received and various faults need to be attended to. A plan to manage the play area is needed. Teen shelter needs painting, matting needs to be replaced and a litter bin is needed near the teen shelter.

Awaiting quotes for War Memorial Cleaning; pruning of trees on Church Green and Plough Green

Cllr Mrs Falp thanked those who helped plant the 30 saplings from the Woodland Trust on the bund.

Dave Herbert will cut the undergrowth at Washbourne Playing Fields and the hedge at the Millennium Garden.

Cllr Shepherd proposed a letter is sent to Dave and James Herbert thanking them for the excellent job they do around the town.

H40/16 CORRESPONDENCE

There was no correspondence.

H41//16 DATE OF NEXT MEETING

The next meeting will be held on Thursday, 26<sup>th</sup> January 2017 at 7.00 p.m.

There being no further business the chairman declared the meeting closed.

SIGNED ..... DATE .....