

Emneth Playing Field Committee (Charity no. 802015)

Minutes of meeting on 24 February 2011 **Draft subject to approval at the next meeting of the Committee**

Place: The Pavilion, Hungate Road

Time: 19.00

Present: Michael Clayton Chair/Trustee
Yvonne Howard Emneth Parish Council representative/Trustee
Ken Jones Trustee

Apologies: Tanya Bunting Vice-Chair/Trustee
Stuart Kierman Treasurer/Trustee
Pam Melton Secretary/Trustee

Also present: Nigel Boldero Audax Design
(items 1/2) Bob Waterfield, Chair, Emneth Parish Council

A special meeting to approve the final design for Emneth Community Play Area

1 Design report and concept plan

These were approved subject to the addition of:

- one additional seat in the junior area;
- provision of safety surface around the stockade.

2 Specification/Invitation to tender

2.1 These were approved subject to the additional items above.

2.2 Nigel submitted a list of firms who would be receiving invitations, seventeen in all including four local firms who would be invited to quote for selected parts of the full specification.

The meeting also considered the following urgent item

3 Skate park – payment outstanding to RSS

3.1 Mike had received a request earlier that day for payment of this outstanding amount of £706.25. This had been retained pending installation of the correct grind rails. After some eight months of inactivity, RSS now wanted this resolved quickly and in return for settlement of our account were offering to install a seat that would have cost £694.80.

3.2 We agreed to accept this offer and to position the seat near the skate park in consultation with teenagers.

The meeting ended at 20.30.

Next meeting

Monday 28 March 2011, 19.00 at the Pavilion – normal meeting but the agenda will also include consideration of tenders and selection of a preferred supplier(s) for the play area.