

Minutes of the Meeting of Doddinghurst Parish Council General Purpose Committee held at 20.00 on the 17th July 2013, Parish Room (adjacent the Village Hall), Doddinghurst Road, Doddinghurst.

Present: Cllrs: Alan Farrow, Phil Arnell, Graham W Bateson, David Potter, Mrs Diane Rogers Harrison, and Julia Le Page. Also attended Cllrs: Deborah Dicker and Alan Smith.

1. Apologies for absence. Cllrs: Gerry Smith, Colin Enderby

2. Agenda. This was a special meeting of the GP committee to which all Parish Councillors had been invited to discuss supplier offers relating to the Children's Play Area and therefore the meeting was closed to the public.

3. Resolution: Approved the minutes of the GP meeting held on the 15th May 2013.

4. CPA refurbishment.

a) Offers to refurbish the play area had been made by three companies, and the material obtained was on display at the meeting for Councillors to view.

b) Parish Councils obligation relating to contracts exceeding £50,000. The Council's financial regulations require a competitive tender for work over £50,000.

c) Councillors feedback on scope of potential contract/scheme design.

(i) Design Aims and Contractors responsibility - overview. An integrated design is required that maximises the use of space to provide the most play facilities possible consistent with a safe environment for play. The project may be implemented in stages to spread the time to match available funding.

The contractor to provide project management and site supervision throughout the implementation phase(s) on site. The contractor shall leave the site in good order at the end of any agreed stage and at the completion of the work with all tools, materials, redundant equipment and spoil being removed from site at the contractors expense.

(ii) Playchips v Soft surfacing. Quotes for both types of surface are required. For existing/new play chip areas new and robust edging is required in replacement of log existing.

(iii) Seating and Tables. None required

(iv) Access gates and Fencing. To remain but eastern pedestrian gate to be replaced with new soft close gate to the same colour and design as the existing gate with the paver footpath being fully reinstated after the gates replacement. The existing fencing and gates shall be re-touched and made good where minor damage exists.

(v) Dog pens. Adjacent to the east and west entrances, to be removed in their entirety and ground reinstated to grass.

(vi) Play Facilities to be retained: Large Slide, Rotarider, Junior Swings and Large Swings (refurbished), fencing and pathway and the western entrance gate and Mound.

(vii) New play facilities/ equipment to be provided. Multiplay system, to replace existing Log World (up to 14 years old), Junior Multiplay to replace existing Junior Log World (up to 6 years old), Zipwire (for up to 14 years old), one See Saw, two spring rockers, basket wing,

(viii) Equipment Longevity/ Spares/Warranty. The contractor shall warrant the equipment for 10 years against manufacturing defect and include a 10 year maintenance contract with a minimum of an annual inspection by the suppliers staff to check for problems and defects.

d) References and sites to view. The contractor shall supply at least three reference contacts, preferably from Parish Councils, and the address of three sites within easy reach of Doddinghurst where parish Councillors may view equipment of the type on offer. Catalogues and price lists of equipment shall be provided with the sealed tenders.

e) Funding plan and project stages. The budget for the project remains unchanged with 60% of the budget funds available now* which would suggest two project stages at most

f) Communications/ Consultation. It is recommended that the schemes are discussed with the schools and villagers prior to the award of contract. Communications to villagers about parish Council funding issues to be aired in Newsletters to gauge opinion and reaction to potential increases in precept.

* subject to satisfactory resolution of long term council finance strategy.

10. Any Other Urgent Business strictly for information only. The Chairman thanks the members of the working party, in particular Cllr Julia Le Page, for the work that had been done over the past 12 months.

The meeting closed at 21.30

Signed:

Dated: 18th Sept 2013