

CLENCHWARTON PLAY AREA RENOVATION

Minutes of the Working Party Meeting held on
Monday 17th January 2022 7.30pm
Online Zoom Meeting

Present: Chair Cllr Steve Bearshaw (SB), Cllr Rob Lucas (RL), Cllr Kevin Pell (KP), Steve Fox (SF), Bryan Coates (BC), Caroline Coates (CC), Julie Hallifax (JH), Jemma Curtis (JC) and Cllr Audrey Winter

Agenda Items

- 1. Apologies for absence:** Cllr Steve Edwards, Cllr Nigel Collison & Kirsty Bullock
- 2. To receive declarations of interest in items on the agenda and any application for dispensations:** None received
- 3. Chair's opening remarks (inc. feedback from PC Meeting):**

SB reported that the Clenchwarton Parish Council has agreed to pay the Community Third Party fee to the FCC Communities Foundation and gave the go ahead to put the project out to tender. The Parish Council has requested that a copy of the tenders be sent to the councillors for their information.
- 4. Agree Minutes from meeting held on Monday 13th December 2021:**

No minutes were produced from the last meeting. CC agreed to minute all meetings.
- 5. Update Business Plan (if required, standing order item):**

RL reported that the only update required was to include the results from any future public consultation into the plan. We need to engage with the public at every stage to keep them informed. SB proposed sending out a statement via the parish magazine and the CPAR Facebook page that the project is now out for tender.

RL reported that funders such as the FCC Communities Foundation require an advertising campaign with timeframes. SB will prepare a statement to be released to the schools, social media, parish magazine, PC website and all news outlets.

CC agreed to be the Press Officer. It was proposed that photos of before and after the renovation, a team photo and a photo of breaking ground should be taken – KP suggested freelance photographer Kevin Elfeet.
- 6. Feedback from Clenchwarton Primary School (KB):**

No feedback received. SB proposed the children from Clenchwarton Primary School formally open the renovated play area.

7. Tender and Time Frame:

CC will email Kompan UK Ltd., Wicksteed Playgrounds, HAGS Play Area Equipment, Playdale Playgrounds, Play & Leisure and Sutcliffe Play for the contact details for the tender process. SB will send out the tender application by Thursday 20th February to the six companies. The deadline to receive tenders will be noon on Monday 21st February which will be opened at the Memorial Hall on the same day. RL will provide a up to date to-scale plan of the playing field to be included in the tender application.

8. A.O.B.: None

9. Date for Next Meeting: Monday 21st February 2022 6pm at the Memorial Hall