

Notes of a site meeting with Vistry  
on 8.11.2022

In attendance: Cllr. A. Cairns, Chairman  
Cllr. S. Mitchell  
Jeremy Cook, Consultant, Vistry  
Rob Derricott, Associate Engineering Director, Vistry  
Vanessa Oliveri, Parish Clerk

Points discussed at the meeting: -

- **Bowling Green** – Installed and ready for handover. Quotations being obtained for metal fence and gate to go around the perimeter of the bowling green.
- **Cricket Wicket** – Vistry confirmed that they were meeting their contractors tomorrow to discuss the position of the cricket wicket.
- **Football Goals** – Vistry confirmed that they would be replacing the football goals on the main recreation ground.
- **Tennis Courts** – Vistry confirmed that they were working on the amended licence and would distribute the document within the next day. The draft map of the allotment and tennis courts area was being amended bringing the red line back upon the request of the PC. The licence period was to be extended to 12 months.
- **Tree Guards** – Vistry agreed that there were a few more tree guards to be removed and would check the progress on this after the meeting.
- **Attenuation Pond** – Vistry were consulting with Albion Water on the handover of the ownership/maintenance of the interceptors/drains on the site. The PC confirmed that they were interested to be kept informed of the maintenance/works required on the interceptors/drains in the future.
- **Handover Plan for POS** – Vistry agreed to draw up a time table of the handover process of the POS in the village. The PC confirmed that they needed to see the maintenance fee in writing prior to the PC agreeing to waive any maintenance fee. Vistry agreed to draw up a draft transfer agreement of the handover of the POS to the PC up to 31<sup>st</sup> March 2022 and would provide this document before the next meeting with them in December 2022.
- **Fenced off Area** – The PC were updated on the progress on the fenced off area.
- **Fence between Albion Water and Ansell's Copse** – Vistry to complete work.
- **Chain link fence at bottom of Ansell's Copse** – This work had been completed.
- **Notice Board** – Vistry were waiting for the delivery of the metal notice board and would install it alongside the tennis courts as soon as it arrives.
- **Rubber Grass Matting** - The cut grass matting had been repaired/replaced. Vistry confirmed that the grass matting was getting damaged from the mowers and have asked their contractors to either use push along mowers or by a strimmer.
- **Flower Beds Behind the Officer's Mess** – The flower beds had now been stripped and were due to be planted.
- **Round-a-bout by Co-op** – Vistry confirmed that brighter lighting was to be installed on the round-a-bout.
- **Small square brick building under the trees by Harris Gardens** – Vistry agreed to brick up the small brick building.
- **Collapsing Wall leading into Folland Park** – Vistry agreed to have a look at the wall whilst on site and would then action the work required.
- **Vistry's Maintenance Person** – TUPE was discussed, and the PC confirmed that they could not take the person on under TUPE as a public body could not take on anybody under this agreement from a private business. The PC requested a copy of the maintenance persons' contract. It was evident that the maintenance person was not on site for the allocated hours, therefore Vistry agreed to look into this.
- **The date of next meeting** was arranged for Tuesday 6<sup>th</sup> December 2022 at the Village Hall at 9.00 am.