

**Minutes of the Meeting of the Village Improvement Committee held in the  
Millennium Hall on Friday 8<sup>th</sup> November 2019 at 10.00am**

**Present:** Cllrs I.Fleetwood (Chairman), Cllr. S. Brylewski, Cllr. A. Burge, Cllr. K. Mellor, Cllr. M. Palmer, Cllr. D. Bates, Cllr. P. Bucke, Mrs. L. Cooper (Clerk)

**1. Apologies and attendance, including to accept apologies and the reasons for absence**

All committee members were in attendance.

**2. Members' declaration of interests, gifts and hospitality**

There were none.

**3. To receive the notes of the Village Improvement Committee meeting held on 10<sup>th</sup> October 2019 and agree for them to be signed as a true record**

It was proposed and **RESOLVED** that the notes were a true record and were duly signed.

**4. Items in Progress: to consider and agree any action as appropriate**

*a) Update on the Emergency Plan*

Cllr. Bates confirmed he was working on updating the 2018 Emergency Plan. A list of contacts needed to be added to the plan. He was asked to bring it for discussion to the Full Council meeting on 21<sup>st</sup> November 2019.

ACTION: Cllr. Bates to work with the Clerk to update the plan.

*b). Update on Community Speed Watch scheme*

Cllr. Burge reported that the scheme was going well but it was a struggle to find volunteers. There had been an expression of interest from a resident but a larger pool of volunteers was needed. It was suggested an article could be placed in the Cherry News asking for volunteers along with a request for 4x4 vehicle drivers.

ACTION: Clerk to send an article to Cherry News asking for volunteers.

*c) Update on litter picking*

Cllr. Fleetwood reported that he was co-ordinating litter picks via the Whats app litter picking group and it was going well.

*d) Grass cutting matters*

It was noted that standards appeared better since Glendale had been awarded the grass cutting contract. Cllr. Brylewski reported that the PCC had offered to take over cutting the grass near the Memorial Gates at the Churchyard, if the Parish Council were prepared to cut the grass at the front of the church.

It was proposed and **RESOLVED** to accept the proposal from the PCC but to review this in 12 months' time.

ACTION: Clerk to bring back to the committee in November 2020.

*e). Consider the following Millennium Hall matters and, if applicable, approve expenditure and quotes:*

Signed:..... Dated:.....

Chairman: Cllr. I. Fleetwood

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*i)Replacement carpet*

This was postponed until redecoration of the hall was completed.

*ii)Replacement lighting*

It was agreed that the budget allocation for replacing the lighting at the hall would be between £250-500. ACTION: Cllr. Mellor to research options and report finding at the next VIC committee.

*iii) Redecoration*

A written report with quotations and recommendations had been circulated to the committee before the meeting. The quotations were discussed and it was proposed and **RESOLVED** to accept the quote from 'The Whole Caboodle'.

*iv) Television*

The t.v. had been bought within budget and installed at Millennium Hall. It was proposed and **RESOLVED** to purchase a t.v. licence.  
ACTION: RFO to purchase a licence.

*v) To extend office area*

Access to the newly built loft space was discussed. It was agreed that a ladder could be borrowed as and when access was required.

*vi) Agree Pat Testing provider and accept quote*

A written report with quotations and recommendations had been circulated to the committee before the meeting. The quotations were discussed and it was proposed and **RESOLVED** to accept the quote from L.M.Electrical.

*f. Work involving Probation Service*

Cllr. Fleetwood gave a brief update on the work of the Probation Service Team. Discussion moved on to the delivery of the Christmas tree and it was asked if the lights to be used had protected, waterproof casings. It was confirmed that they did. Volunteers would be needed to install and arrange the lights. It was agreed to raise this at the next Full Council meeting.  
ACTION: Clerk to put on agenda for next Full Council meeting.

**5. Update on barriers at Croft Lane**

A letter sent by the Clerk to Network Rail had been circulated prior to the meeting. A brief acknowledgement had been received from Network Rail. Following a brief discussion it was agreed to wait for a fuller response from Network Rail.

**6. Cherry Fields Issues**

It was agreed that there needed to be better communication between the Cherry Willingham Management Group (CWMG) and the VIC committee. ACTION: To raise this at the next CWMG meeting on 15<sup>th</sup> November 2019.

**7. Little Cherry Noticeboard**

The Clerk was in the process of obtaining quotes for a replacement noticeboard.

Signed:..... Dated:.....

Chairman: Cllr. I. Fleetwood

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## **8. Holding items**

a) Create footpath from Green Lane to Hawthorn Road

There was nothing further to report.

b) Create footpath from Church Lane to Gilbert's Pond

Cllr. Brylewski reported that she had met with Rev. Green to discuss this and it was progressing well. It was reported that the Probation Team may be able to help with creating the new entrance and with blocking the unofficial route into the cemetery.

c) Update on extending Xmas lighting on Parade

Cllr. Fleetwood reported that he would be obtaining a cleaners' telescopic pole to put the lights on the trees.

## **9. To review VIC Committee Terms of Reference**

The terms of reference for the committee were discussed. It was proposed and **RESOLVED** to remove the partitioning clause from the 'Role of the Committee – section 1' and to replace it with 'The VIC committee members will share responsibility for noting any problems developing in the village.' There were no further suggested changes to the Terms of Reference.

ACTION: Clerk to update Standing Orders.

## **10. Matters for report and notice of items to be included in the next meeting**

-Community Facility at the Priory Academy was raised. It was agreed that even though the Parish Council were not involved in this venture they should be kept informed of progress.

ACTION: Clerk to write to LCC requesting further details.

-To add planters at the entry points into Cherry Willingham.

-Bulb planting update – Cllr. Palmer

-Toilet facilities at the playing fields, Laburnum Drive

-Siting a defibrillator on the Parade – to check with WLDC. ACTION: Clerk to check if WLDC are still supplying these.

-To check existing defibrillators in the village – ACTION: Cllr. Mellor

## **11. To confirm the date for next meeting**

9<sup>th</sup> January 2020 – Apologies were given in advance from Cllr. Bucke

The meeting ended at 11.05am.

Signed:..... Dated:.....

Chairman: Cllr. I. Fleetwood

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