



*Canon Park Development Committee Meeting
held on Monday 11th January 2021 at 7pm via Zoom
Local Authorities have been handed new powers
to hold meetings virtually by using video or telephone*

Minutes

Present:

Councillor J Sealey (Chair)
Councillor E Carter
Councillor T Tucker
Mark Edwards
Steve Miles (SDC Youth Officer)
J Hopkins (Clerk)

1.	Apologies and absence Apologies were received from Councillor Palmer.
2.	To receive declarations of interest and consider requests for dispensations There were none.
3.	To receive an update from Michael Carter (Project Manager) Michael talked through the project and the following points were noted: <ul style="list-style-type: none">• Lot 1 MUGA Blakedown – a 30m path has been added (and removed from Lot 2-Playground). Approximate start date Mid May (depending on planning decision leadtimes).• Lot 2 Playground Wicksteed – Order has been placed. They have longer lead times (12 weeks). It was agreed to ask the Youth Council for their ideas on the games table. Approximate start date mid April.• Lot 3 Fresh Air Fitness – It was decided to change the Arm bike to a Sit up bench and include seating. Changing the gate was discussed and agreed that this would need to be a future project. This project will start first (early March) and they will remove the existing play equipment.• We need to think about what we are going to do with the spoil, we could ask the contractor to landscape it, ideas include mounds around the playground (adding play value), mounds around the bottom edge of the field by the houses to help with noise and visibility, or to spread it all over the whole field/football pitch. Mark Edwards will discuss options with the Football Club members who look after the pitch.• Once work has started Michael will be on site at least once a week• Floodlighting needs to be discussed, restriction on hours etc

	<ul style="list-style-type: none"> • It was agreed that a follow up consultation would be a good idea.
4.	<p>To discuss the pre-application planning report from Stroud District Council</p> <p>The planning report has been delayed and will arrive tomorrow (12th Jan). It was resolved to recommend to Full Council that the Clerk can email out the report once received, and, if the planning officers are supportive, and committee members are happy, then the clerk can start the planning application.</p>
5.	<p>To discuss CCTV Quote</p> <p>The quote was discussed and the following decided:</p> <ul style="list-style-type: none"> • To move this item to the Planning & Finance Committee • To recommend that cameras are put on the MUGA, but not on the playground or Fitness Area. It may be sensible to move one of the existing cameras to cover some of the playground.
6.	<p>To discuss the options for the Picnic Table Games</p> <p>The options available were discussed and it was agreed that the favourite was the Maize and Chess. It was agreed to ask the Berkeley Youth Forum for their thoughts and let Michael know by Friday.</p>
7.	<p>To discuss the Business Plan for the future Management and Maintenance of the MUGA/AGP</p> <p>The Business Plan was discussed. The Financial page still needs updating and we are waiting for the report from the Parkinson Partnership (VAT specialist).</p>
8.	<p>To discuss preparing a financial Risk Assessment</p> <p>It was agreed that this will be considered after we have received the VAT report.</p>
9.	<p>To discuss recommending to full council that the Clerk has delegated authority to spend up to the budget on this project</p> <p>It was resolved to recommend to Full Council that the Clerk has delegated authority to spend up to the budget for this project. The Terms of Payment are 30 days after completion which fits in with the S106 procedure.</p> <p>We also need to provide a logo and design for the signage.</p>
10.	<p>The next meeting will be held on Monday 1st March at 7pm via Zoom.</p>