

# FPPRA Committee Agenda 21 September 2020

Starting at 19:30 hrs, and held on Zoom.

Attending: Nick Reynolds; Ray Robbins; Barrie Dack; Silke Gruner; Lee Abbott; Jerry Bygraves; Mike Glenister; Darren Pickering

Apologies: Steve Carrington

## Agenda

1	Matters arising - not dealt with elsewhere in this agenda - from minutes of meeting of Tuesday 14 January 2020 - Nil	NR
2	Website - A discussion was had about refreshing the website as regularly as possible	BD / NR
3	Communications - Nothing to discuss	BD
4	<p>Planning - East of Arlesey &amp; S.4 PDR &amp; St Lukes Chapel</p> <p>East of Arlesey - Currently the two planning inspectors are examining the latest submissions, before they are expected to make public their decision in January or February next year.</p> <p>S.4 PDR - A discussion was had on comments that residents had made public. FPC are going to reply to one resident. It is still felt to be important that the look and style of Fairfield is maintained.</p> <p>St Lukes Chapel - Information was given on the possibility of FPC purchasing the chapel for the use of the community.</p>	SG/BD
5	<p>Landscape, ground works and maintenance</p> <p>It was felt that despite all the obstacles that Covid 19 had put in the way, that Hislops had made a very good effort to get the park back to normal after their furlough. Hislops continue to maintain Fairfield to a high standard.</p> <p>- Grass cutting - SSB - Extra cuts / budget - It was agreed that there had been an issue with a gap of 4 weeks between cuts occurring and then when the grass was cut, the cut grass piled up. It is the norm that the grass is cut on a 3 week rotation. The weather had contributed to rapid growth this year. Hislops are to be asked to adjust the cutting height to alleviate the build up of too much cut grass (Action NR) and to see if there can be extra cuts put in the schedule. However it was noted that other work may suffer if this happens.</p> <p>- Hedge at SSB/Brunel Walk - The committee decided that the height of the hedges on the SSB should all be the same. Hislops had been stopped from cutting a particular area earlier in the year. Action - DP to arrange a meeting between the resident and NR</p> <p>Western Play Area - NR to liaise with the resident regarding request to improve the area with planting of shrubs and trees.</p>	NR / DP
6	Play Area equipment maintenance update - The maintenance contractor has replaced the two missing telephone / hazard notices, and carried out the maintenance jobs identified in their reports. However there is still one play area gate that still needs adjusting,	DP

	<p>this will be carried out in the coming week.</p> <p>- Covid 19 - The committee were content that the play areas had re-opened after being shut during Covid 19 lockdown. The current risk assessment is being monitored and all official advice is being read. The current advice is that the play areas can stay open, and that social distancing and cleaning of hands etc. must continue.</p> <p>- Injury/accidents - There had been no more injuries or incidents reported since the injury in the Bronte Ave play area on the seat slide. It was decided that a notice should be installed that will inform how the piece of equipment should be correctly used and the age of child that it is intended for - <b>Action DP to source an appropriate sign.</b></p>	
7	<p>Entrance Canopy Tesco's/Urban Park - DP expects to receive the planning consent to go ahead with this project soon. Once received he was contact the contractor to finalise. The committee will be invited to a site meeting to discuss the location that the shelter will move to and the extra entrance into the play area that will be required.</p>	DP
8	<p>Fence and gate repairs - new gates for SSB - The committee were informed that two of the wooden gates on the SSB had been found to be rotten. The replacement contract had been authorised and will be carried out shortly.</p>	NR
9	<p>Boot scraper for Brunel Walk gate - There had been further delay in sourcing a suitable boot scrapper. BD suggested a simple piece of angle iron. <b>Action - DP to speak to Greg Lambert</b></p>	DP
10	<p>Shelter belts - Annual Tree Survey</p> <p>The current tree survey contractor had submitted a quote for the survey work this year. The quote was double last years invoice. The increase was down to the contractor now being aware of the full extent of the area to be surveyed. NR had asked DP to obtain quotes from other contractors. The quotes had been received. There was only one other quote suitable to be considered, and it is from a reputable and recommended contractor, but was half the price. All contractors have full qualifications and insurance. <b>Action - DP to speak to the current contractor to see if there was any movement in their quote.</b> A decision can then be made between the two contractors.</p>	DP
11	<p>Management transfer, roads adoption</p> <p>Very little progress had been made. One resident had asked for assistance with a conveyancing issue concerning the TP1 restrictions and the fact that their road had still not been adopted. BD &amp; NR were dealing with these issues.</p> <p><b>Action - NR was asked to increase the pressure on Linden Homes (Vistry) and CBC to progress the transfer of management to the residents. BD to liaise with the resident re TP1.</b></p>	NR
12	<p>Rentcharge: budget, accounts, cash flow</p> <p>- Access to Reports</p> <p>DP gave the following figures:-</p> <p>Accounts</p>	NR / DP

	<p>Rent Charge - £48,446.02  General Reserve - £202,621.48  Tree Reserve - £153,749.80  Play Area Grant Fund - £12,500  Current Arrears – £28,962.74  Second Reminders - £12,132.73  Payment Plans - £54.00  Catalyst Housing - £5,202.09  Bedfordshire Housing - £5,274.66  Legal Proceedings - £2,143.05 – high court</p> <p>Current Budget</p> <p>Spent - £39,384.73  Remaining - £159,992.27  Forecast - £5,986.56 underspend (£3,750 is gritting)  Forecast - £2,236.56 underspent assuming we spend all the gritting element</p>	
13	<p>Inclusive play equipment - Update on progress  LA will be meeting with the two contractors to finalise the actual play equipment that will be required. The CBC grant needs to be spent within the current financial year. The project is expected to proceed speedily now and delivered on time.</p>	LA
14	<p>Urban Park Market - Food offerings - The attendance of various food vendors was welcomed by most residents and makes the Urban Park utilised for its intended purpose.</p>	NR
15	<p>Woodland Trust Tree planting - Update - SG outlined that there was now a delivery window in November. That she would identify and mark out specific sites for the planting. The 420 saplings would be split into batches of 15. It is envisaged that family bubbles will be enrolled to plant a batch and adopt them. Further details to follow.</p>	SG
16	<p>Dog Bin notices - Remove/replace dog waste notices  CBC took it upon themselves to implement a national initiative to place a notice on every waste bin to state that you can dispose of dog waste in the bin. This has a consequence to our grounds maintenance contractor now have to sort and separate all general waste, as the waste disposal company will not accept dog waste mixed in with general waste. <b>Action - NR to get labels designed to place over the CBC labels.</b></p>	NR
17	<p>Fire Hydrant Report - The H&amp;S inspection had been carried out, albeit the company checked every fire hydrant on Fairfield and not just the ones that relate to FPRC. All 10 of the hydrants that are the responsibility of FPRC were fully serviceable and no remedial work was required. One of the other hydrants requires remedial work. <b>The responsible authority will be notified - Action NR</b></p>	DP
18	AOB	NR
19	<p>The next meeting will be arranged for the end of November 2020 - <b>Action NR</b></p>	

--	--	--