

Minutes of the meeting of the Watton-at-Stone Community Hall Board of Trustees held in the Community Hall on Wednesday 26th May 2021

Present:	Cllr. John Meischke (Chairman)	Cllr. Stephen Block
	Cllr. Christine Dinnin	Cllr. David Stock
	Cllr. Michael Smith	The Clerk (Mrs. Jane Allsop)

1. Apologies for absence: None.

2. Car Park extension and Play Area

Cllr. Meischke e-mailed all the Trustees, Cllr. Smith and the Clerk quotations from the following contractors for work to the play area, car park extension and rerouted footpath to the Tennis Courts.

- Frank Cooper and Son Limited
- Wicksteed Leisure
- Grassroots

Cllr. Meischke went through the details of all the quotations.

Although all three contractors were given the same specifications for the three different jobs, some items were missed and none of the contractors quoted for all three jobs.

After lengthy discussion, The Trustees and Cllr. Smith agreed on the following recommendation.

Recommendation: The Parish Council agrees to accept:

- Wicksteed Leisure’s quotation for work to the play area.
- Grassroots quotation for the car park extension and footpath to tennis courts, providing they agree to trim down their original quotations to close to £30,000.

Cllr. Smith to find out if planning permission is required for the car park extension as the land is in the conservation area.

Action: M. Smith

Cllr. Meischke to do a resume summary of the different quotations for Parish Councillors.

Action: J. Meischke

Cllr. Smith to speak to the Neighbourhood Plan’s steering group about include quotations in their briefing notes.

Action: M. Smith

The Clerk to find the contact details for the company who supplied the rainbow picnic benches on the sportsfield so the Parish Council can agree the purchase of two more benches.

Action: J. Allsop

Finance of all three projects will need to be agreed by the Parish Council.

The Parish Council has already agreed that they can make available £50,000 from the NHB funds.

Cllr. Block agreed to investigate funding options. The playground project and the car park can be considered in two separate applications.

Action: S. Block

3. Any other business

None.

The meeting closed at 1503.