

Measham Parish Council
Minutes of the Meeting of the Council
August 12th, 2021, 6pm at Age UK

Present

Cllrs Colin Manifold, Chair, Glenys Banton, Christine Wright, David Wright, Steve Leary, Emma May, Edward Hodgetts, Robert Oakes, Tom Rooney.

Cllr Andrew Woodman, NWLDC, Cllr Robert Ashman LCC

Dawn Roach, Parish Clerk, Anthea Booth, Clerk Assistant

83/21 Welcome & Apologies

The Chair welcomed everyone to the meeting. Members introduced themselves to Cllr Robert Ashman.

Apologies – Cllr Sheahan, Cllr Morgan, and Police – Accepted.

84/21 Public Participation

None in attendance.

85/21 Police Matters

A No Police in attendance. – Email update received from PC Rachael Walker.

Unfortunately, I am unable to attend tonight's meeting as I will not be on duty.

Therefore, please see below crime stats for the parish for the last 30 days.

16/7/21 – 18/7/21	Vehicle Crime - theft of number plates, Peggs Close, Measham.
28/7/21 – 29/7/21	Vehicle Crime - theft of motor vehicle, Ash Drive, Measham.
28/7/21 – 29/7/21	Damage to motor vehicle, Chapel Street, Measham
01/08/21	Vehicle Crime – 2 unknown males look into locked cars. Nothing taken, British Car Auctions

The beat team are aware of ongoing issues with youths in the locality and are conducting patrols at known 'ASB hotspots' when duties allow.

Unfortunately, the beat team has been decimated recently and until further notice only consists of myself and PCSO 6686 Madeline FEARN. We are hoping to gain another PC to the team towards the end of August however this is to be confirmed. Maddie and I will endeavour to provide a high level of service to the parish however we have a large area to cover so our time will have to be utilised effectively.

The business proposal for the CCTV is still being completed. It is my understanding that PCSO Pat McDonald had initially agreed to complete this however unfortunately he was seconded to an alternative role and is now off sick. I will get this document to you as soon as possible.

Cllr Woodman noted that the new Police Crime Commissioner visited the village a few weeks back, a draft plan is being put together in the next few weeks and is hoping there is awareness that more community engagement and bobbies on the beat are needed. The manifesto stated that there would be more emphasis on Rural Areas. A new Inspector is also to be in place by the end of August/September.

Cllr Manifold added that he had suggested to the Crime Commissioner that Robins Nest would be an ideal location for a satellite office for the police.

Cllr Ashman reported that Neighbourhood Watch was not receiving contact from the Police either.

Resolved: It was agreed to agenda the Police Crime Commissioner report for the next meeting.

B CCTV Update

As noted in Police Matters.

C ASB Bosworth Road Recreation Ground

The Clerk stated that she had contacted the police for a meeting regarding the issues at Bosworth Road Park but had received no response.

86/21 Declarations of Interests

Disclosable Pecuniary Interest

Cllr Manifold Item 20d Christmas 2021 light socket project as a family member is quoting for the work.

Disclosable Non-Pecuniary Interest

None.

87/21 Confirm Minutes.

To approve and adopt the minutes of the meeting of the Council held on Thursday May 6th, 2021.

Resolved: Cllr D Wright proposed, and Cllr S Leary seconded that the minutes of the meeting held on May 6th, 2021, be approved.

88/21 Parish Clerk Report

To receive the Parish Clerk report. (For information only). [Appendix 1](#)

Cllr Oakes entered the meeting.

89/21 Ward Members Report

Report from Cllr Woodman

Rosebank Gardens – The area is owned by NWLDC who are looking at options to auction off the land, the area is believed to not be suitable for development.

HS2 – There seems to be a lot of pressure on the Eastern Leg, not a lot of work going on now and tends to be in jeopardy. The National Integrated Rail Plan should be published by the end of August/September. Cllr

Leary noted that there could be implications if they postpone building the HS2 and the planning restraints are kept in place.

Fly Tipping – Tipping was up by 112% last year but now seems to be falling rapidly. Cllr Manifold added that McDonalds had been in contact to organise carrying out a litter pick in the village, also there is fly tipping in the alleyway on the High Street, Cllr Woodman had spoken to the owner on this matter.

Cllr Banton added that the weeds along the roadsides are growing rapidly. It was said that LCC are behind schedule.

Report from Cllr Ashman

School Transport – Issues have been raised which are being looked in to.

New Street crossing – A request has been made to alter the traffic lights to a pedestrian crossing on New Street. An initial reply was that this was not due to be renewed until 2070 and that the cost would be circa £60K. It was suggested that due to all the local development in the area that this should be considered.

Speeding – A request for the MVAS to be placed on Ashby Road has been received.

£25k Highways Fund – This will be split between wards; the Council are to inform Cllr Ashman of what is required. It was agreed to agenda the item for the next meeting and members to look at the A-Roads to Zebras website and come back with ideas.

Heritage Trail – repair work is to commence in September.

Canal – There is still a leak on the Canal which has put back work for a few months, hoping to have an update in September.

Marys Corner – Enforcement have contacted the developer, but no response received.

Mercia Park Site – Cllr Ashman is attending a site visit in September.

90/21 Financial Matters

Invoices - to authorise the invoices for the previous month. ([See Appendix 2](#))

Resolved: Cllr Manifold proposed, and Cllr Banton seconded payment of invoices.

Financial summary – for info.

Bank reconciliation – for info and member sign off. ([See Appendix 3](#))

Resolved: The bank reconciliation was approved and signed.

Fund Transfers –

07.05.21	5000	Salaries	BMM - Current
03.06.21	5000	Salaries	BMM – Current
08.06.21	250	General purchases	Current – Equals
24.6.21	200	General purchases	Current – Equals
02.07.21	5000	Salaries	BMM – Current
08.07.21	17,000	Invoices	BMM - Current

91/21 Approval of Policy

To approve, abusive, unreasonable and vexatious complaints policy, it was suggested to add a line into the policy stating that any such behaviour would be reported at the next scheduled full council meeting.

Resolved: It was proposed and seconded to approve and adopt the abusive, unreasonable, and vexatious complaints policy. All in favour.

92/21 Beat the Bounds

To agree a date for the inspection.

Resolved: Cllr Banton would organise a suitable date and time for members of Measham North and Cllr Manifold would do the same for Measham South.

93/21 Damaged Footpath Jewsbury Avenue

A quote had been received for £1,100 to repair the damaged footpath as shown to members.

Resolved: It was proposed and seconded to accept the quote and proceed with the repairs.

94/21 Poppy Artwork

To consider offer of poppy artwork at a cost of £200 plus £25 for each extra poppy.

Resolved: It was proposed and seconded to purchase one poppy artwork at the cost of £200 to be placed inside the entrance of the War Memorial grounds.

95/21 Memorial Bench Request

Request to site a memorial bench on the dog walk.

Resolved: It was agreed in principle to allow a memorial bench to be placed on the dog walk, AS to speak with the parishioner to source a suitable location, the design to be presented to the council and that the applicant note that the bench was placed at their own risk.

96/21 Cemetery Project

To further consider the plan for the cemetery wall demolition. A discussion took place whether to demolish the boundary wall or leave it in place.

Resolved: It was agreed to look at the wall during Beat the Bounds and carry out remedial works if necessary and agenda for the next meeting.

97/21 Utility Vehicle

To consider the purchase of a utility vehicle to assist with maintenance in the village.

Three quotes were requested with two received for the purchase of a Kubota Ranger utility vehicle Kilworth's £17,965 + £75 registration fee and George Brown £18,345.

Resolved: It was proposed and seconded to purchase a utility vehicle from Kilworth's at £17,965 + £75 registration fee. To be purchased from the Pickering's Avenue S106 commuted sum. All in favour.

98/21 Christmas at Measham

To decide on format for the 2021 Christmas light switch on. It was noted that there were only two committee members remaining.

Resolved: It was agreed to not hold any event this year and just have the existing lights switched on but look at it again for 2022 . All in favour.

99/21 Green Shoots Grant

To consider participation in the annual Green Shoots Grant and location for bulbs.

Resolved: It was decided to purchase 2000 bulbs of mixed Tulips and Daffodils at a cost of £120 to be placed at the Depot site subject to item 20c of the agenda.

100/21 Bosworth Road Recreation Ground S106 project

To approve a plan on how to proceed with the remaining funds for Bosworth Road Rec.

S106 remaining funds available for the project are £13,989 which was to be used for play area equipment or improvements.

Resolved: It was agreed that a flat area for learner skaters or small basketball court be considered, available area and location to be looked at during beat the bounds.

101/21 Speed Sign

To receive statistics from the latest location and decide on the next location for the speed sign.

Tamworth Road Post 4 Outgoing

85th Speed = 33.8mph

Max Speed = 75mph

Average Speed = 27.5mph

Total Vehicles = 42158

Bosworth Road Post 14 Incoming

85th Speed = 33.8mph

Max Speed = 65mph

Average Speed = 25.8mph

Total Vehicles = 13682

Next Location: Leicester Road Post 12 Incoming then on to Ashby Road Post 3 Incoming.

102/21 Current projects

A Riverview play area update – to approve purchase of a new litter bin and picnic bench.

Resolved: It was agreed to purchase a new litter bin and bench for the Riverview play area.

B Boardroom conversion project – to receive any updates.

The planning application is still under consideration at NWLDC.

C Fenton Crescent – approval to sign the lease by 2 members and the Clerk.

Resolved: Cllrs Manifold and D Wright signed the lease with a completion date of 13/08/21. The Clerk would take the completed documents to the Solicitors.

Cllr Manifold left the meeting.

D Christmas 2021 light socket project update.

Cllr Rooney had spoken with businesses, and most were interested in having the external RCDs fitted, he will be meeting with Liam Manifold to discuss the cost of having the units fitted. It was noted that 2 other quotes are to be obtained.

Cllr Manifold returned to the meeting.

E The Queens Platinum Jubilee 2022 – to receive copy minutes (if applicable) and update from Chair (CM). For information only.

Resolved: No update as no meetings held. Cllr manifold as Chair is to set a meeting date for September.

103/21 Cemetery Lodge Rental Review

To review the Cemetery Lodge rental.

Resolved: It was proposed and seconded to increase the lodge rental by 2% an increase from £573 to £584 per month. All in favour.

104/21 Housing Strategy Partner Survey

Q1 What do you think are the biggest challenges NWL in terms of housing over the next 5 years?

With the amount of business development taking place in the area there is a lack of housing available for employees migrating to the area.

Q2 Do you think that the housing needs in the district are changing or have changed over the last year?

People continuing to work from home post Covid may look for larger properties to accommodate office space there is also an increase in internet usage, better internet access and faster broadband is required.

105/21 Confidential

Resolved: In view of the confidential nature of the following agenda item, the press and public be excluded from the meeting, in accordance with the Public Bodies (Admission to Meetings) Act 1960, section 1.

Cllr Woodman and Cllr Ashman left the meeting.

106/21 Staffing matters

A member of staff requested a pay review as it was felt the duties carried out warranted an increase.

Resolved: It was proposed and seconded to increase the staff members pay by .66 per hour from the 6th August 2021

107/21 Date and location of the next meeting

Suggested date September 9th, 2021, at Age UK 6pm.

Clerk Report (Appendix 1)

A Litter Picking Kits

I have taken delivery of 20 litter picking kits for the parish council to loan/gift to people who wish to carry out their own litter picks in the village. I have also received a few sticks including some extra-long 6ft sticks from Leicestershire County Council to loan out. Community litter picking is done by the individual and as such are not covered under the council's insurance. The council's insurance does however cover litter picking volunteers when taking part in an event organised by the council. Guidance leaflets are available for individuals.

B Request to Change Pedestrian Crossing at New Street/High Street

I received a request to alter the traffic lights on New Street to a pedestrian crossing as along with the new housing development now complete, many people use that area to get over to the garage for supplies or go to the park which I have asked Councillor Ashman to look at.

C ASB Issues

There are a small group of youths causing some problems in the village and at the recreation ground. I have asked the Police for a meeting to discuss the issues and to increase patrols. I have also requested someone to take over the role Pat was doing looking at a business case for CCTV.

D ROSPA Inspections on play areas

The annual inspections have been completed with all required actions listed below.

E Trampoline New Street

The trampoline on New Street Park has finally been repaired and is now back in use.

F Conclusion of Audit

PKF Littlejohn have completed the limited assurance review for the year ended 31st March with no matters to report. The notice of conclusion of audit will be published.

G Annual Leave

I am on annual leave next week and will be back on the 24th August. AP is also on annual leave next week with AS away the week after.

Public Communication

Hedge needs cutting Jitty Queens Street to Orchard Way	To be cut following bird nesting
Footpath overgrown, bull in field, dangerous stiles. Bosworth Road to Gallows Lane	LCC
Grass verge not cut Leicester Road	LCC
No one locking rec gates, ASB on the rec	Gates kept open, ASB Police
Rats Shackland Drive, from allotments?	Pest control, no sign of rats on the allotments. Residents have many bird feeders which are likely to be the

	attraction. Advice leaflets delivered to all properties in the street.
Overgrown footpath Amersham Way	LCC
Bonfires on allotments – any time restrictions	No
Compliment – Cemetery looking lovely, best in the area	
Noise nuisance from public house	NWLDC
Grass not cut at Jewsbury Avenue; adjacent footpath needs repair	Grass cut by AP quote for repair to be discussed at this meeting
Overgrown footpath back of Dennis Way	LCC
Un-adopted area at Abney Walk overgrown	LCC looking at why it was maintained until 2016. Area is not adopted
Resident from Dennis Way very aggressive to children playing on the park	Police
Car at cemetery drove too fast on the drive	Complainant would not provide more details of the vehicle.
Rats at property Lime Avenue	Neighbours have numerous bird feeders. Leaflets give to all properties in the vicinity.
HGV's and Speeding Leicester Road, request for traffic calming	HGV's more info needed. MPC to carry out an HGV Watch? Set a date? LCC requested to carry out traffic survey and advised parishioner to complete form on Leicestershire Road Safety Partnership and encourage neighbours to do the same.

LCC Highways Automated Updates

Date	Ref: No	Location	Description	Status
28/01/2021	818771	High Street, Measham	Snow Warden	Pending
13/04/2021	827660	Access Road from A444 Atherstone Road To, Appleby Magna	Road Markings	Inspection Required
09/07/2021	1837955	New Street, Measham	Tree/Hedge	Noted
09/07/2021	1837957	Footpath P67, Measham	Tree/Hedge	Response Given

13/07/2021	1838397	Tamworth Road, Measham	Streetlamp out	Made Safe/Works Complete
13/07/2021	1838398	Horses Lane, Measham	Tree/Hedge	Noted
14/07/2021	1838410	Hart Drive, Measham	Tyree/Hedge	Noted
20/07/2021	1839359	Mannings Terrance, Measham	Tree/Hedge	Noted
25/07/2021	1839996	From High Street to end of Measham	Overhanging Vegetation (PROW)	Passed to 3 rd Party
30/07/2021	1840941	Huntingdon Way, Measham	Signs (non-illuminated)	Made Safe/Works Completed
30/07/2021	1840942	Burton Road, Oakthorpe, Measham	Signs (non-illuminated)	Made Safe/Works Completed

Action Plan

Minute	Action	By	Status
154/18 PQT	Chair to ask for dog bin near Ibstock Cottages at next liaison meeting.	CM	Done
Mobile Speed Sign	Look at alternative posts to be used	CM/SP	
87/20 Rural Coffee Connect	Investigate suitable times and possibility of locating at Robins Nest	SL	
131/20 Village Sign	Investigate further for repairs	DR	In progress
34/21 Clerk Report	Attend Cemetery to decide area for ashes in the extension.	DR/CM/ DW/SL/GB	
40/21 Bosworth Road rec.	Request dates of usage from MWFC	DR	No longer required
41/21 D Christmas 2021 Socket Project	Ask Lumalite if estimated cost for external RCD sockets can be given	DR	Awaiting info from working party on number of sockets
50/21 Parish Clerk Report	Invite River Mease representative to future meeting	DR	Wait until normal meetings resume

51/21 Ward Members Report	Arrange meeting with Police to discuss issues at Bosworth Road Park. CM/SS/AW to attend	DR	To be rearranged
55/21 The Great British Spring Clean	Purchase storage box, combination lock and litter pickers. Agenda item to agree date for litter pick.	DR	Complete
66/21 Parish Clerk Report	Review New Neighbour pack	GB/DR	Complete and published
71/21 Appointment of Internal Auditor	Appoint LRALC Internal Audit Service	DR	Done
75/21 Policy Review	Amend Cemetery Policy to allow pre purchase of plots.	DR	Done
	Publish amended Standing Orders.	DR	Done
77/21 Review of Register of Interests	Members to submit Registers of Interest	All Members	Complete
78/21 Speed Sign	Place speed sign on Tamworth Road Post 4 Outgoing	AP/AS	Done
79/21 C Current Projects – Depot/Workshop	Request further detailed condition report from Samson Hamilton	DR	Requested Complete

ROSPA Actions 2021

Site			Action	Risk
Bosworth Road	Fencing	Timber is decayed	Replace	L
	Seating	Timber is decayed	Monitor	L
	Signage	Missing	Replace	L
	Cableway	Chain covers prevent a thorough inspection of all chain links.	Remove chain covers to inspect according to manufacturer's instructions.	M
	Cableway	The supporting components should be dismantled and inspected according to the manufacturer's instructions.	Dismantle and inspect according to manufacturer's instructions.	M

		This will need doing on a regular basis.		
	Cableway	Item is damaged.	There is some minor damage to the support post – monitor areas for decay.	L
	Cableway	Item is damaged	The end rubber buffer has slight damage – monitor and replace when necessary.	L
	Cableway	Loose in ground	Reset	L
	Cableway	Additional Comments	The start platform does not run-in line with the cable and there is a chance the user could get their leg trapped on the side of the platform – consider reinstalling central with the cable.	L
	Cableway	There are natural splits/shakes in the timbers	Shakes vary. Monitor and consult manufacturer if dimensions exceed 8mm at sections used to grip/grasp.	L
	Cableway	Surface is wearing.	Consider installing grass mats to help with wear.	L
	Cableway	Trip points on surface.	Make level.	L
	Climber Log	There are natural splits/shakes in the timber.	Shakes vary. Monitor and consult manufacturer if dimensions exceed 8mm at sections used to grip/grasp.	L
	Climber Log	Timber is decayed	Posts x 3 rotting at foundation level – replace affected timbers.	M

	Multiplay	Fixings are loose or missing.	Secure or replace fixings to ensure structural integrity is maintained.	L
	Multiplay	Cap missing.	Replace	L
	Multiplay	There is offensive graffiti on the unit.	Remove	L
	Multiplay	Exposed metal rope cores(s)	Monitor any sharp/split strands and replace when necessary.	L
	Rotator – Spica	Fixtures loose or missing.	Tighten	L
	Swing - Junior 2 Bay 4 Seat	The surface is damaged	Repair	L
	Swing - Junior 2 Bay 4 Seat	The seeing suspensions are missing.	Replace the missing parts ensuring a safe installation.	L
	Swing - Junior 2 Bay 4 Seat	Swing seat bolt(s) loose.	Tighten	L
	Swing - Junior 2 Bay 4 Seat	Chains present that do not form to the applicable standard.	No reasonable action is identified.	
	Space Net	The net is rubbing on the central mast creating wear on the ropes.	Monitor ropes for any splits/sharp strands.	L
	Swing – Nest	Cap missing.	Replace	L
	Swing – Nest	Some Chain Wear	Monitor for further deterioration and replace before 40% wear.	L
	Swing – Nest	The supporting components should be dismantled and inspected according to the manufacturer’s instructions. This will need doing on a regular basis.	Dismantle and inspect according to the manufacturer’s instructions.	M
	Swing – Nest	Item is cracked.	Monitor for any further deterioration	L

			and replace when necessary.	
	Swing – Nest	There are natural splits/shakes in the timber.	Shakes vary. Monitor and consult manufacturer if dimensions exceed 8mm at sections used to grip/grasp.	L
	Swing – Nest	Strimmer damage to supports is likely to accelerate timber rot.	Prevent further damage.	L
	Swing – Nest	A secondary support device is required to prevent collapse in the event of supporting component failure.	Modify.	L
	Swing -Surf	There is wear in the bushes	Remove shackle bolt and check bush and shackle pin wear, replacing as necessary.	L
	Swing – Surf	Item is damaged.	Connecting eyelet snapped – replace.	M
	Swing – Toddler 1 Bay 2 Seat.	There is wear in the bushes.	Remove shackle bolt and check bush and shackle pin wear, replacing as necessary.	
	Swing – Toddler 1 Bay 2 Seat.	The swing seat has been damaged but does not require immediate replacement.	Monitor and replace when hard material is exposed.	L
	Swing – Toddler 1 Bay 2 Seat.	Bolt(s) loose	Tighten	M
	Swing – Toddler 1 Bay 2 Seat.	Additional Comments: The crossbar is twisting when the swings are in use. This could be wear in the crossbar at the fixing points.	Remove fixings and check internal framework.	M
	Swing – Toddler 1 Bay 2 Seat.	Surface has unintended weeds.	Remove.	M

	Swing – Toddler 1 Bay 2 Seat.	Wicksteed recommend that during routine inspections the area on the swing where the side frames meet the vertical support be checked for any cracks. In the event of cracks being found then remove the seats and contact Wicksteed for further advice.	Conduct the checks and take action as necessary.	L
	Swing – Toddler 1 Bay 2 Seat.	Chains present do not conform to the applicable standard.	The unit was installed prior to the publication of the current standards. There are no requirements to make retrospective changes.	L
	Leg Press & Walker	Cap missing	Replace.	L
	Leg Press & Walker	Dangerous – should be replaced/removed	No control to prevent small children accessing the slalom element starting it in motion and being unable to reach the hand holds, potential serious head injury.	M
	Adult Fitness – Pull Down Push Up	Fixtures loose or missing.	Tighten	L
	Adult Fitness – Sit ups Stretch Bar	Fixtures loose or missing.	Tighten	L
	Agility – Trampoline	Trip points on surface.	Make Level.	L
	Swing – Junior 1 Bay 1 Seat	Chain present that does not conform to the applicable standard.	Refer to manufacturer for comment.	L
	Multiplay Toddler – Combine	Surface is wearing.	Consider installing grass mats to help with wear.	L
Bosworth Road – Skate Park	Signage	Missing Items	Replace.	L
	Skate Bowl	Litter on site	Clean up	L
	Skate Bowl	Cracks	Monitor	L

	Skate Bowl	Surface is wearing	Consider installing grass mats to help with wear.	L
	Skate Bowl – Mini	Cracks	Monitor	L
	Skate Bowl Mini	The surface is damaged.	Repair	M
	Skate Street Course	Cracks opening up on joints	Monitor	L
	Skate Street Course	The end rail should reach the ground.	No reasonably practicable action is identified.	H
	Skate Volcano	Cracks	Monitor	L
	Skate Roll – In	The surface is cracking.	Monitor for any further deterioration and repair as required.	L
	Wheeled Sports – Curved Ramp	Cracks	Monitor cracks and repair as required.	L
	Wheeled Sports – Curved Ramp	Surface is damaged.	Repair.	M
New Street	Seating	Bolt(s) loose	Tighten	L
	Multiplay	Vandalised (arson)	No reasonable practicable action is identified.	L
	Multiplay	Surface is uneven	Make good	M
	Multiplay - Climber	There is wear in the bearings.	Dismantle and service bearings replacing any worn parts.	L
	Multiplay - Climber	Chain covers prevent a thorough inspection of all chain links.	No reasonable practicable action is identified.	L
	Multiplay - Climber	Loose in ground	There is some movement in the foundations – monitor for any further deterioration and reset when necessary.	L
	Multiplay – Climber	Surface is uneven	Make good	M

	Multiplay – Climber	Trip points on the surface	Repair	M
	Swing Junior – 1 Bay 2 Seat	Chain present that does not conform to the applicable standard.	Refer to manufacturer for comment.	L
	Swing Nest	There is wear in the bushes.	Remove shackle bolt and check bush and shackle pin wear, replacing as necessary.	L
	Swing Nest	Cap Missing	Replace	L
	Swing Nest	The supporting components should be dismantled and inspected according to the manufacturer’s instructions. This will need doing on a regular basis.	Dismantle and inspect according to the manufacturer’s instructions.	M
	Swing Nest	Chain present that does not conform to the applicable standard.	Refer to manufacturer for comment.	L
	Trim Trail	Dry Bearings	Treat with oil, grease or silicon spray according to suppliers’ instructions	
	Trim Trail	The foundations should be designed such that they do not present a hazard (tripping, impact). Care should be taken to ensure the foundations are not exposed as a result of erosion.	Eliminate the hazard	M
	Multiplay – Junior Boat	Vandalise (Arson)	Replace damaged caps.	L
	Rocker Windsurf	Cap Missing	Replace	L
	Swing – Toddler 1 Bay 2 Seat.	Chain present that does not conform to the applicable standard.	Refer to manufacturer for comment.	L
	Agility Trampoline	Item is damaged	The bed has been removed – repair/replace.	L

Dysons Close	Fencing – Bow Top	Fixtures loose or missing	Tighten	L
	General Surface	The surface is cracking	Repair	L
	General Surface	The surface has unintended weeds	Remove	L
	Seating	The gaps between the slats exceed 30mm and are known to cause entrapments.	No reasonably practicable action is identified.	L
	Multiplay	RoSPA is concerned by accidents on some typed of overhead ladders and rings. However, there is a strong development value in these items.	The protective surface under all bars and rings must be kept in good condition.	L
	Multiplay	The surface is damaged	Repair	L
	Rocker – Jet Ski	Shrinkage/Separation of the surface, this may give a trip hazard.	Re-fill and fill gaps and joints as necessary.	L
	Rocker – Seesaw	Paintwork is in poor condition.	De-scale back to good base material and coat with lead free paint, using appropriate precautions. Repair may be necessary where corrosion is severe.	L
	Rocker – Seesaw	Protruding handles/footrests.	The unit was installed prior to the publication of the current standards. There is no requirement to make retrospective changes.	L
	Rocker – Seesaw Stand on.	The framework is holding water.	Drain off.	L
	Swing – Junior 1 bay 2 seat	Shrinkage/separation of the surface. This may give a trip hazard.	Repair	M
	Swing – Junior 1 bay 2 seat	Fixtures loose or missing.	Tighten	L
	Swing – Junior 1 bay 2 seat	Wicksteed recommend that during routine inspections the area on the swing where the side frames meet the vertical	Conduct the checks and take action as necessary.	L

		support be checked for any cracks. In the event of cracks being found then remove the seats and contact Wicksteed for further advice.		
	Swing – Junior 1 bay 2 seat	Chains present that do not conform to the applicable standard.	No reasonable practicable action is identified.	L
	Swing – Toddler 1 Bay 2 Seat	The swing seat has been damaged but does not require immediate replacement.	Monitor and replace when hard material is exposed.	L
	Swing – Toddler 1 Bay 2 Seat	Surface has unintended grass, moss or weeds.	Remove	L
	Swing – Toddler 1 Bay 2 Seat	Wicksteed recommend that during routine inspections the area on the swing where the side frames meet the vertical support be checked for any cracks. In the event of cracks being found then remove the seats and contact Wicksteed for further advice.	Conduct the checks and take action as necessary.	L
	Swing – Toddler 1 Bay 2 Seat	Chains present that do not conform to the applicable standard.	No reasonable practicable action is identified.	L
Greenfield Road	Multiplay Senior	Dents in slide bed.	Monitor	L
	Multiplay Senior	RoSPA is concerned by accidents on some typed of overhead ladders and rings. However, there is a strong development value in these items.	The protective surface under all bars and rings must be kept in good condition.	M
	Multiplay Senior	Exposed metal rope core(s)	Monitor for any split/sharp strands further and replace when necessary.	L
	Multiplay Senior	Finger entrapment	Eliminate the entrapment	L
	Multiplay Senior	There is toggle entrapment.	Eliminate the entrapment.	L
	Swing – Mixed 1 bay 1 junior 1 toddler.	Bird fouling present	It is recommended that playground equipment be regularly checked for bird fouling – if found, the affected items should be cleaned	L

			with a disinfectant solution.	
	Swing – Mixed 1 bay 1 junior 1 toddler.	The swing seat has been damaged but does not require immediate replacement.	Monitor and replace when hard material is exposed.	L
	Swing – Mixed 1 bay 1 junior 1 toddler.	Surface is compacted or displaced.	Rake and fork over and top up as required to maintain minimum depth (usually 300mm)	M
	Swing – Mixed 1 bay 1 junior 1 toddler.	Chains present that do not conform to the applicable standard.	No reasonable practicable action is identified.	L
Sandhills	Multiplay	The end of the rails should reach the ground.	The unit was installed prior to the publication of the current standard. There is no requirement to make retrospective changes.	L
	Multiplay	The height of the end of the slide run-out is greater than that allowed.	Build up surface to reduce height.	L
	Rocker Seesaw	Protruding handles/footrest.	The unit was installed prior to the publication of the current standard. There is no requirement to make retrospective changes.	L
Widgeon Drive	Signage	Dog ban and ownership signs recommended.		L
	Adventure Trail	Item has some part missing.	Replace stepping pod or backfill foundation.	L
	Cableway	Chain covers prevent a thorough inspection of all links.	Remove chain covers to inspect according to manufacturers instructions.	L
	Cableway	The swing seat has been damaged but does not require immediate replacement.	Monitor and replace when hard material is exposed.	L
	Cableway	The supporting components should be dismantled and inspected according to the manufacturer's instructions.	Dismantle and inspect according to manufacturer's instructions.	M

		This will need doing on a regular basis.		
	Cableway	Cables have been known to fail under load due to wear and corrosion. This is generally where the cable enters into a tube, where the wire is in contact and wears and frays over time. This cannot be determined during an annual inspection and is excluded from our inspection. The finding is generically high risk and action is required. Refer to the manufacturers instructions to ensure the correct check is carried out.	Conduct an appropriate dismantling inspection according to the manufacturers instructions.	H
	Cableway	The seat to cable clearance is less than the minimum permitted of 2100mm for seating type runways (or 1800mm where the moving parts of the traveller are enclosed)	Refer to manufacturer for comment.	M
	Climber – Multiplay	In the inspectors opinion the protective surface may not meet the head injury criteria requirements from the height required.	Carry out HIC test to confirm the performance of the surface or install suitable surfacing.	L
	Climber - Multiplay	RoSPA is concerned by accidents on some typed of overhead ladders and rings. However, there is a strong development value in these items.	The protective surface under all bars and rings must be kept in good condition.	L
	Muga – Dog Grid	Bolt(s) missing	Replace missing bolt(s)	L
	Muga – Dog Grid	Item is damaged, backing boards and hoop side supports snapped leaving sharp protrusions.	Replace.	M
	Muga – Dog Grid	Welds are cracked, areas of the mesh are starting to crack with a section missing.	Repair.	M
	Swing – Mixed 2 bay 2 junior 2 toddler.	Bird fouling present	It is recommended that playground equipment be regularly checked for bird fouling – if found, the affected items should be cleaned	M

			with a disinfectant solution.	
	Swing – Mixed 2 bay 2 junior 2 toddler.	Some chain wear.	Monitor for further deterioration and replace before 40% wear.	L
	Swing – Mixed 2 bay 2 junior 2 toddler.	The swing seat has been damaged but does not require immediate replacement.	Monitor and replace when hard material is exposed.	L
	Swing – Mixed 2 bay 2 junior 2 toddler.	Fixtures loose or missing. Support leg x 1 loose in the connection block.	Secure fixings.	M
	Swing – Mixed 2 bay 2 junior 2 toddler.	Item is bent	No reasonably practicable action is identified.	L
	Swing – Mixed 2 bay 2 junior 2 toddler.	The swing suspension(s) are missing.	Replace the missing parts, ensuring a safe installation.	L
	Swing – Mixed 2 bay 2 junior 2 toddler.	Chains present that do not conform to the applicable standard.	No reasonable practicable action is identified.	L

Beat the Bounds 2019 Action Plan Update

Area		Action	Notes
Measham North	New Street Frontage	Bushes need trimming back.	Partially complete
	Bosworth Road Rec & Car Park	Replace lost/rotten palings	Need to meet to agree solution. Beat the bounds 2021.

Schedule of approved payments (Appendix 2)

Folio	Supplier	Description	Amount
38	Arval	Van Tax	30.00
39	Argos	Telephone & Broadband	89.99
40	Ebay	Strimmer Cord	32.00
41	Sage UK Ltd	Sage Cover	8.40
42	Fuel Card Services	Fuel	157.66
43	Fuel Card Services	Fuel	36.06
44	Amazon	General Purchases	24.99
45	Standard Life	Pension Contributions	212.89
46	EE	Mobile Phone	59.90
47	HSBC	Bank Charges	1.00
48	Talk Talk	Broadband & Telephone	43.00
49	LRPFA	Subscription	30.00
50	Ebay	General Purchases	8.75
51	Fuel Card Services	Fuel	8.40
52	Water Plus	Water Rates	21.00
53	Nest	Pension Contributions	68.86
54	Salaries	Salaries	4,836.88
55	Hampshire Flag	Flag	88.13
56	Fuel Card Services	Fuel	143.70
57	Arval	Van Lease	309.89
58	Play & Leisure	Play Area Parts	57.00
59	HM Customs & Excise	Tax & NI Contributions	1,233.55
60	Masseys	General Purchases	37.99
61	Kilworth Machinery Ltd	General Purchases	73.54
62	PF Spare Insurance Brokers	Property Owners Insurance	968.90
63	AA Tree Services	Tree Work	600.00
		Total	9,182.48
64	Shelter Maintenance Ltd	Bus Shelter Repair	302.40
65	Land Registry	Land register Fees	6.00
66	Fuel Card services	Fuel	49.94
67	Sage UK Ltd	Sage Cover	8.40
68	Fuel Card services	Fuel	145.98
69	Standard Life	Pension Contributions	212.89
70	Talk Talk	Broadband	43.00
71	HSBC	Bank Charges	1.00
72	EDF	Boardroom Electricity	15.00
73	EE	Mobile Phone	59.90
74	Ebay	Safety Clothing	27.80
75	Booking.com	Training Expenses	65.20
76	Home Bargains	Refreshments	10.08
77	Salaries	Salaries	4,707.57
78	Nest	Pension Contributions	65.98
79	Fuel Card services	Fuel	8.40
80	Fuel Card services	Fuel	113.9

81	HM Customs & Excise	Tax & NI Contributions	1,192.60
82	Playsafety Ltd	RoSPA Inspections	575.40
83	Rosebank Nurseries	Planter Flowers	287.41
84	Streetscape	Playground Equipment	13,200.00
85	S & S Architecture	Boardroom Refurbishment	1,509.00
86	Kilworth Machinery Ltd	Mower Repairs	146.52
87	Viking Direct	Stationery	46.42
88	Arval	Van Lease	309.89
		Total	23,110.70
89	Olive Tree	Training Expenses	24.95
90	Ebay	Ink Supplies	9.99
91	Ebay	Litter Picking Equipment	44.56
92	Measham Leisure Centre	Contingencies	5,000.00
93	Talk Talk	Telephone & Broadband	43.00
94	Sage Uk Ltd	Sage Cover	8.40
95	Fuel Card services	Fuel	117.32
96	Ebay	General Purchases	7.70
97	Amazon	Shredder	39.99
98	EDF	Boardroom Electricity	15.00
99	HSBC	Bank Charges	1.00
100	Standard Life	Pension Contributions	212.89
101	Fuel Card services	Fuel	36.48
102	EE	Mobile Phone	59.90
103	Fuel Card services	Fuel	8.40
104	Nest	Pension Contributions	76.62
105	Salaries	Salaries	5,140.69
106	Playsafety Ltd	Play Area Inspection	474.00
107	PF Spares Insurance Brokers	Commercial Van Insurance	532.67
108	Masseys	General Purchases	34.94
109	Scribe	Software Licences	951.60
110	HMRC	Tax & NI Contributions	1,067.74
111	Winfields	General Purchases	50.00
112	Post Office Ltd	General Purchases	1.75
113	Sansom Hamilton	Professional Fees	600.00
114	Arval	Van Lease	309.89
115	Fuel Card services	Fuel	36.24
116	Crane & Walton	Depot Rental	526.88
117	Crane & Walton	Depot Rental	550.74
118	Crane & Walton	Depot Rental	1,102.11
119	Playsafety Ltd	Training	684.00
120	PKF Littlejohn LLP	Audit Fees	480.00
121	Streetscape	Trampoline repair	600.00
		Total	18,909.45

Appendix 3

Bank Reconciliation at 04/08/2021		
Cash in Hand 01/04/2021		141,385.47
ADD		
Receipts 01/04/2021 – 04/08/2021		76,198.88
		217,584.35
SUBTRACT		
Payments 01/04/2021 – 04/08/2021		55,720.68
A Cash in Hand 04/08/2021 (as per cash book)		161,863.67
Cash in hand per bank statements		
Cash	31/07/2021	0.00
Business Money Master	31/07/2021	156,759.34
Current Account	31/07/2021	17,630.60
FairFX	31/07/2021	210.21
		174,600.15
Less Unpresented Payments		13,236.48
		161,363.67
Plus unpresented Cheques		500.00
B Adjusted Bank Balance		161,863.67