

## MEETING OF THE COMMUNITY GARDEN COMMITTEE

**7pm Tuesday 20<sup>th</sup> August 2024**

**The Parish Council Office, Old School Building,  
Main Street, Burton Joyce**

**Present:** Cllrs L King (Chair) Y Greenfield (Vice-Chair) H Chadbourne-Doyle, R Fife and T Hazard

**In Attendance:** J Sherrin (Clerk) D List (Grounds & Amenities Manager) C Helmore (Via Zoom) and Cllr H Gregory

## MINUTES

- 24/0011**      **Apologies for absence** – Cllr J Johnson. H Metcalf and J Major
- 24/0012**      **Council members' declaration of interests for items on the agenda** - None
- 24/0013**      **Minutes from previous meeting, July 15<sup>th</sup> 2024** – Approved as a true record and signed by the Chair
- 24/0014**      **Progress and email from designers reviewed:**
- i. **Suppliers identified and quotes received to date** – to received quotes for project management and make decision on whether necessary. Could be done in house.
  - ii. **Recommendations regarding seating** – Designers' analysis reviewed. Preferred supplier identified for purposes of final drawings.
  - iii. **Pathways colour choice** – Daltex Autumn and Ocean Grey selected.
  - iv. **Pergola designs** – Canopy supplier to be asked if can do matching pergola. Cllr Hadjigeorgiou to ask local supplier.
  - v. **Water feature** – Surprised expressed by £12-20k estimate from designers, given sample sent for suggestion was £500. Agreed that would like to include a water feature if feasible.
  - vi. **Lighting** – Quote received. All liked design of under seating lighting for ambiance. D List advised a trenching machine would be required to lay electricity supplies. To look into groundwork options.
  - vii. **Drainage and front area surface** – Possible assistance from local specialist. Designers getting quote from civil engineer. D Listed noted that drainage in the garden was not an issue.
- Responsibility for boundary – J Sherrin to send relevant section of Lease.
- Soft Landscaping plan all liked an approved, including proposed planting schemes. Will not need planters at front of building as have window boxes. To be removed from the design.
- 24/0015**      **Project management after RIBA Stage 4**
- Agreed to receive tender prices to assist decision on whether it can be achieved in-house from existing staff experience. J Sherrin to establish from Designers what any contractor would provide in terms of project management.

- 24/0016**      **Update on funding and timescales**  
J Sherrin reported she has been working on the £100k FCC bid for some time now and was in the final stages, ready for submission on 4<sup>th</sup> September. To be reviewed by F&GP committee members before sending. Will get decision in December.
- 24/0017**      **Review of internal OSB refurbishments** – Wall protection – sage green selected.
- Cllr H Chadbourne-Doyle left at 8:35pm*
- Flooring silver oak for corridors and grey for toilets. Grey carpet tiles for small meeting room. J Sherrin to clarify matting in hall entrance.
- Cllr T Hazard left at 8:40pm*  
*D List left at 8:45pm*
- Cleaning discussed. Cllr Gregory to provide suggestion of deep cleaning company for when works are complete. Interim clean from in-house cleaner to be organised before return of nursery from summer break.
- 24/0018**      **Village Centre Development** – Cllr M Adams has not provided feedback regarding Village Centre plans, which NCC officers had indicated would be forthcoming. Carlton Towns £20m Fund - Cllr King to encourage input from councillors for consultation process. J Sherrin to advertise consultation on Facebook and website. Cllrs King and Hadjigeorgiou to write a response to represent the Parish Council. Closing date 30<sup>th</sup> August.
- 24/0019**      **Information Update** – None
- 24/0020**      **Date of Next Meeting** – To be agreed.

**Meeting closed 9:10pm**

**Signed:** \_\_\_\_\_  
**Chair of Community Garden Committee**

**Date:** \_\_\_\_\_