BURTON JOYCE PARISH COUNCIL *Serving the Community*

# MEETING OF THE COMMUNITY GARDEN COMMITTEE

## Monday 31st March 2025 at 6:30pm

## Small Meeting Room, Old School Building, Main Street, Burton Joyce

**Present:** Cllrs Y Greenfield (Vice Chair) H Chadbourne-Doyle and T Hazard
**In Attendance:** Cllr P Hyde, J Sherrin (Clerk) D List (Grounds & Amenities Manager) C Helmore, J Major and S Wright

# *DRAFT* MINUTES

**25/0041** **Apologies for absence** – Cllrs L King (Holiday) G Hadjigeorgiou (Holiday) J Johnson (Prior Engagement)

**25/0042** **Council members' declaration of interests for items on the agenda** - None

**25/0043** **Minutes from previous meeting, January 7th 2025** – Approved as a true record and signed by the vice-chair

**25/0044** **GBC Towns Fund grant** – Benches x 3 and bins x 2 have been purchased and stored to meet the funding deadline of 31st March and will need to be installed to the front of the building in the near future.

**25/0045** **Project management** – Feasibility estimate of £378k received by the main contractor via the Scape Framework was reviewed. No detail provided. Included a 'demolition' cost of £11k. Clerk had requested the detailed breakdown and asked for clarity on why 3 quotes were not being provided as had been expected. The response was that for the feasibility stage a single sub-contractor would be used, so as not to waste the time of other sub-contractors. Contractor advised that details of estimate will be sent on 1st April. As the quote was double the project budget, it was concluded by all members of the committee that the Contractor did not wish to take on the project and alternatives therefore needed to be explored. Noted that if it were to be phased, the 'preliminaries' (as per the estimate) would not be cost effective. It was further agreed that in principle spending £378k on a community garden would not constitute value for money. A further option was presented by the Clerk of using a local Project Management firm, one of 3 who had been contacted in January 2025 for quotes. The cost was £6.25k and included producing a cost estimate and managing the tendering process as well as overseeing the installation. The Grounds & Amenities Manager also proposed contacting a local landscaping firm direct for a quote and to establish if they might be able to take on the whole project.

**25/0046** **Agreement on actions** - Agreed for Project Management firm to be contacted by the Clerk; the estimate received to be sent to them for transparency, and to ensure the project can be fulfilled within the budget. Noted if necessary items can be pared down or changed to fit the budget. Clerk to also advise FCC Foundation of project status and request extension to providing the 3 quotes. Grounds & Amenities Manager to contact local landscaping firm.

**25/0047** **Date of Next Meeting** – To be agreed.

Meeting closed 7:15pm

**Signed:**_____ **Date:**_____

**Chair of Community Garden Committee**