

# Welton Parish Council

## Minutes of Meeting held 29<sup>th</sup> March 2016 at 7:00 pm

Present were Councillors Peck (in the chair), Boyle, Fairweather, Gill, Hughes, Roberts and Wilde.  
Also in attendance was the Clerk.

### 1006. Apologies

Apologies were received from Cllr. Walker.

### 1007. Declarations of interest

None were declared.

### 1008. Dispensation Requests

None had been received.

### 1009. Mill Dam - to review the documents for tender and agree any actions needed

The documents were reviewed and the following comments noted and resolutions passed.

Taking the power from the churchyard light was queried – why not take it from the light at the main gate which would be nearer; the light by the brook was chosen for least disruption to the churchyard. The Clerk to check how the power can be isolated so that maintenance can be carried out on the aeration system.

The compressor on the island was discussed – how much noise does it make, will it destroy the duck nesting site and does it need planning permission? The installation of the silt trap may also need planning permission – the Clerk to check and talk to the Conservation Officer.

The area will be fenced off during work so it was agreed to specify that work does not start until after the Queen's 90<sup>th</sup> birthday celebrations ie after June 12<sup>th</sup>

It was noted that the pathway between the brook and Cowgate is Parish Council owned and the gullies underneath may need cleaning or repair.

The groove for the stop log is considered to be a trip hazard – it needs something over it or filling in when not in use. It was also noted that the mesh over the silt trap needs securing so that it does not get removed.

The schedule of work should include the dredging of the brook (and the site to include the brook to make this clear)

The next agenda needs items to agree a) who will project manage the work b) who will be the employee delegate and c) what powers will be delegated to the Clerk to handle queries as the project progresses.

In the scope of works, the detail specifies that benches and litter bin may have to be removed; add specification to put them back.

The contract mentions a document 'Schedule of Works 19.01.16; this was not available for review.

It is hoped that the site compound can be housed in the Memorial Hall car park; Council to write to the Trustees once details are known.

The issue of noise problems was raised; it was agreed that the project manager would handle complaints.

There was a lengthy discussion on evaluation – the current criteria is just cost and it was felt that quality should be built in somehow. The Clerk to talk to Mason Clark about what could be used.

It was noted that any power needed for carrying out the work is not to be taken from the church light.

PAS91:2013 is a set of questions designed to establish financial stability and this is included in the documentation.

It was noted that there is a legal requirement to advertise contracts over £25,000 on a particular website.

The Clerk to ask East Riding Council whether the documentation covers the cost of re-tendering in the case of dispute.

Change requests will be handled by the project manager.  
It was agreed to include information about why the work is being done – the Mason Clark report gives a good introduction.  
The scope of works to include an item to look after the fish while the pond is empty.  
It was agreed that the project manager should check the acceptability of the work as the project progresses – the Clerk to check the specification of the project manager role.  
The Clerk will inform the Open Gardens organisers that work will be going on.  
Any concrete used round the edge of the pond should be made to look textured and rustic and not smooth.

**Resolved** – that the work will start after June 12<sup>th</sup> 2016  
The resolution was proposed by Cllr. Peck and seconded by Cllr. Roberts

**Resolved** – that the Clerk to establish whether the work needs planning permission  
The resolution was proposed by Cllr. Fairweather and seconded by Cllr. Boyle

**Resolved** – that the ‘stop log groove’ needs protection or amendment to prevent it being a hazard  
The resolution was proposed by Cllr. Fairweather and seconded by Cllr. Hughes

**Resolved** – that Mason Clark be asked to advise on evaluation criteria to assess quality  
The resolution was proposed by Cllr. Peck and seconded by Cllr. Hughes

**Resolved** – that the scope of work include an item to safeguard the fish during the work  
The resolution was proposed by Cllr. Roberts and seconded by Cllr. Peck

**1010. To receive any other items for note or future agendas**

For a future agenda: an item to discuss a possible notice by the Mill Dam about feeding the ducks; the possibility of railings around the Mill Dam; planting on the Green.  
A query was raised regarding the cutting down of shrubs on Kidd Lane – the Clerk to look at planning applications to see what has been approved.

**1011. To confirm the date of the next full Council meeting as April 19<sup>th</sup> 2016.**  
Confirmed.

The Chairman declared the meeting closed at 9:10 pm.