

Cyngor Cymuned Llandudoch

St. Dogmaels Community Council

Minutes of the Playground Committee meeting which took place on 14th June 2017 at 7.00pm at Y Neuadd Goffa, Maeshyfyd, St. Dogmaels

Present: Cllrs L Lewis, C Bourg, E Rees

Clerk

The Chairman of the Community Council, Cllr J Martin, joined the meeting as a non-voting member.

Members of the public: 0

1. Apologies for Absence / Ymddiheuriadau am absenoldeb

Apologies had been received from Cllr T Dyer.

2. Election of Chairperson

Cllr C Bourg proposed that Cllr L Lewis be elected as Chairperson. Seconded Cllr E Rees.

3. Declarations of Interest

None.

4. Confirmation of Order of the Agenda

The agenda was accepted as presented.

5. Weekly inspection rota for general condition (PCC do safety inspection)

It was agreed that members of the Committee would undertake a weekly inspection on the general condition of the play area. This might involve litter pick and very simple maintenance such as replacing caps etc. Any major concerns would be reported to the Clerk and Chair.

Members of the Committee agreed to liaise directly with fellow members if anyone needed to change an inspection date. Inspections could take place on any day of the week.

Action: Clerk to draw up rota.

6. Maintenance schedule

Regular / Annual maintenance

It was noted that all pieces of equipment should have identification plates on. This was not the case on some of the wooden equipment. Some equipment required regular/annual maintenance.

ACTION: Clerk to contact known, active, companies to find out maintenance schedule.

ACTION: Committee to make site visit to photograph all equipment/fencing etc. To note its current state and any repair work required. Create an information folder to be held by Clerk which would be updated at least quarterly or when any works were completed.

Committee members agreed, when the opportunity arose, to visit other play areas to check the content of site signage as it was suggested that better bi-lingual signage was required.

It was noted that Playmaintain were to return to complete original works and this was scheduled for September after the school holidays. It was agreed to enquire if this could be undertaken sooner and if Playmaintain would look at repairs work required on the climbing cone.

ACTION: Clerk to contact Playmaintain.

Annual inspection results

The annual inspection was noted. No major issues had been highlighted.

7. Projects / fund raising

Proludic, 4.30pm on 20th June

Committee members would arrive at the playground at 3.30pm to carry out the inspection agreed in Item 6. They would then meet the representative from Proludic to discuss possible projects. Any projects would require at least 3 quotes.

8. Correspondence / Gohebiaeth (to include consultation documents not covered under any other heading)

None.

9. Cllrs Exchange of Information / Cyfnewid Gwybodaeth

None.

10. Date of Next Meeting – 13.07.17

There being no further business to discuss the meeting closed at 8.40pm

Members: Chairperson: Cllr L Lewis Cllrs: C Bourg, T Dyer, E Rees, CC M James