

**MINUTES OF THE WOODHALL SPA PARISH COUNCIL FACILITIES
COMMITTEE MEETING HELD ON WEDNESDAY 13TH JANUARY 2021 AT 2.30PM
VIA ZOOM.**

Present

Councillors: J Needham, C Marrs, and K Truss

In attendance

Councillor R Brown

Joann Greer, Parish Clerk.

FA/1/1/21

Comments from The Chairman

The Chairman, Councillor Needham, welcomed everyone to the first meeting of the year.

FA/2/1/21

Apologies for absence with reason given

Councillor Huskisson's apologies were noted and accepted.

FA/3/1/21

Declarations of Members' interests

There were no disclosable pecuniary interests declared in matters on the agenda, which had not already been declared to the Monitoring Officer at ELDC.

FA/4/1/21

Requests from members for a dispensation on any items on the agenda

There were no requests for a dispensation on any items on the agenda

FA/5/1/21

To approve the notes of the Facilities Committee Meeting held on 2nd December 2020 as being a true record of the meeting

It was proposed, seconded, and resolved to accept the notes as the minutes.

FA/6/1/21

To review the following policies, and amend accordingly:

- a) **Communications Policy**
- b) **IT & Social Media Policy**

Both policies were previously circulated to Committee members. Each policy was scrutinised in detail. It was proposed, seconded, and unanimously agreed that no amendments were necessary, and they would be reviewed in 12 months.

FA/7/1/21

To consider the information regarding the car parking system to create a report and recommendation for Full Council for inclusion at the January meeting

The information provided by Smart Parking systems had been circulated prior to the meeting. The Clerk had been in communication on several occasions and Councillor Needham had an onsite meeting with the representative prior to the Christmas break.

The system was considered and felt it appropriate for the Council to commit to this service which had no on cost to the Parish Council. It was proposed, seconded, and unanimously resolved to recommend the Full Council manage the car parks included in the asset transfer. The Clerk is to generate a report for the 19th January full Council meeting.

The Parish Council will need to ensure the car parks do not come under the Traffic Management Act to be eligible for the system.

FA/8/1/21

To consider the proposed web sites to create a report and recommendation for Full Council

www.2commune.com

www.cloudygroup.co.uk

www.council.visionict.com

Committee members has researched the three website providers which were all recommended by SLCC (Society of Local Council Clerks) and aimed at Parish and Town Councils.

It was proposed, seconded, and unanimously resolved to recommend to Full Council to take on the services of 2commune.com. The Clerk is to generate a report for the 19th January Full Council meeting.

FA/9/1/21

To resolve to adopt the new village planting contract

The details of the new planting contract were considered. It was proposed, seconded and unanimously resolved to include this contract in the Parish Council Service contracts 2021-2024.

FA/10/1/21

To confirm and resolve the final version of:

Grounds Maintenance Contract

Village Maintenance Contract

The two contracts were reviewed. It was proposed, seconded, and unanimously resolved to include them in the Parish Council Service contracts 2021 – 2024.

FA/11/1/21

To resolve to adopt a new updated Snow & Ice Plan to include route/s, staff/volunteers & method

The Snow and Ice Plan was considered. It was proposed, seconded, and unanimously resolve to streamline the plan to include one main route with the main aim to keep the paths in the village shopping district gritted.

The village maintenance contractor will work with the JPWS manager. The Facilities Committee will recruit volunteers for future roll out of the programme.

JPWS manager confirmed salt and grit levels were suitably stocked. Funds are in the earmarked reserve for additional equipment if required. The updated plan will be circulated to Councillors and JPWS once completed.

FA/12/12/2020

To consider setting the date and time of the Facilities Committee meetings up to July 2021 as the first Wednesday in the month at 2.30pm as per the pre booked ZOOM schedule

The Committee agreed to setting up the regular time to use the same ZOOM ID, however they did note that in certain circumstances the date may need to be altered and the ZOOM ID accordingly.

The next Facilities Committee meeting is scheduled for Wednesday 3rd February.