

**Minutes of the meeting of the Estates Committee
held on Tuesday 11 June 2024 at 6.30pm
at the Springfield Centre, Springfield Boulevard, Springfield**

This meeting was open to the public

Members Present

Cllr B Barton

Cllr R Golding

Cllr K Kavarana

Cllr K Kent

Cllr D Pafford

In Attendance

P Sullivan, Deputy Clerk

01/24

Apologies for Absence

Cllr V Dixon – unwell

Cllr B Greenwood – personal commitment

Cllr J Howard – personal commitment

Cllr M Petchey – personal commitment

02/24

Declarations of Interest

None

03/24

Members of the Public Present

None

04/24

Appointment of Vice Chairperson

In consideration of members not able to attend, the Committee agreed to defer this item to the next meeting.

05/24

Appointment of Lead Members

In consideration of members not able to attend, the Committee agreed to defer this item to the next meeting.

06/24

Minutes of the Meeting held on the 9 April 2024

The minutes of the meeting, having been previously circulated were approved as a correct record and signed by the Chair.

07/24

Public Involvement – Deputations, Petitions and Questions

None

- 08/24 Fishermead Sports Ground Working Group**
Nothing to report, Committee noted that the next Working Group meeting will be held later this month, date to be confirmed.
- 09/24 Community Hub, Working Group Update and Recommendations**
Committee received a verbal update from the Chair, the latest contractors report, draft project programme and progress photos had been circulated to members by email.
- Committee further agreed to the inclusion of a new defibrillator and public access cabinet for the Community Hub project (part funding available from Department of Health & Social Care, cost to CPCC £750).
- 10/24 Kernow Crescent Play Park Annual Inspection Report – EO1/24**
Committee received, noted, and agreed to action any necessary works identified in the independent annual inspection report of Kernow Crescent play area as carried out by Seagrave Inspection Services Ltd.
- 11/24 Woodland Management Plan, Tree Survey Report – EO2/24**
Committee received, noted, and agreed to action any necessary works identified in the tree survey report of land managed by the Community Council as carried out by MPL Tree Consultancy Ltd.
- It was agreed that the Estates Manager would supply further information to members on the recommended removal of trees on Oldbrook Green.
- 12/24 Annual Estates Equipment Report – EO3/24**
The Committee received and considered the Annual Estates Equipment Report, resolving to recommend to Council that it ratify the contents therein.
- 13/24 Springfield Centre Disabled Parking Bay Provision**
The parking bay technical specification had not been received and will therefore be considered at a later meeting.
- 14/24 Allotments Tenancy Termination Procedure – EO4/24**
Committee received and noted a report on the procedure used for communicating with allotment tenants whose plots are not being maintained, including where necessary the termination of the tenancy.
It was suggested that, where necessary, eviction notices be sent to tenants by recorded delivery.
- 15/24 Date of Next Meeting**
Tuesday 9 July 2024 at 6.30pm