



Clerk: Mrs Joanne Depradines-Smith
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Chairman: Mr Peter Dee

**MINUTES OF THE FOOTPATHS, RECREATION GROUND & BURIAL COMMITTEE MEETING
 HELD AT DUXFORD PRIMARY SCHOOL ON THURSDAY, 02 FEBRUARY 2017**

		ACTION
	<p>Present Cllr Harris, Cllr O'Grady, Cllr Tarrant, Chair Cllr Heath and Parish Clerk Mrs Joanne Depradines-Smith. There were no members of the public in attendance.</p> <p>Open Forum - None</p>	
1	Apologies for absence: Cllr Chudleigh	
2	To agree, as a true record, the minutes of the meeting held on the 27 October 2016, circulated to all members. Done.	
3	<p>Matters Arising 3-5 - Grass cutting Rectory Road - Cllr Heath confirmed no SCDC response. 3-6 - Village Trees - Cllr Heath confirmed that the three young trees in the playground are too young for inclusion in the tree survey. 8c - Cemetery Fees - Cllr Heath agreed to create a proposal for the next DPC meeting.</p>	<p>Cllr Heath</p> <p>Cllr Heath</p>
4	Chair's announcements - including correspondence requiring no decisions - None	
5	Village trees - It was agreed to proceed with the priorities raised by the tree survey, as precepted.	Cllr Heath
6	<p>Wildflower area</p> <p>a. After much discussion, it was agreed that the Millennium Garden would be the preferred location for a wildflower area, at an estimated cost of £300. This is to be raised at the next DPC meeting, as not precepted.</p> <p>b. It was agreed to use an earth product, as cheaper than turf.</p>	Cllr Heath
7	Village Wood / metal preservatives - It was agreed in principle to use Cuprinol (green) throughout the village woodwork, with matching metal preservative.	Clerk
8	Village sign (corner of Hunts Road / St. John's Street) - It was agreed to accept the quote from Roy Gill to repair the sign (£260.00).	Clerk
9	Ickleton Road bus shelter seat - It was agreed to accept the quote from Roy Gill to install seating (£240.00).	Clerk
10	Dog Bin locations - It was agreed to ask SCDC for new dog bins to be placed at the following locations:	

		ACTION
	<ul style="list-style-type: none"> i. Recreation Ground / rear school gate ii. Entrance to field on Hinxtton Road opposite factory area iii. Moorfield Road – opposite the allotments. 	Cllr Heath
11	Hinxton Road Trees - Cllr Heath confirmed no update received, despite chasing.	Cllr Heath
12	Millennium Wood – It was agreed that the proposal received to coppice the Wood for free required further analysis as not all trees ought to be coppiced. Cllr Heath requested input from the Allotments Committee before pursuing further.	Cllr Heath/ Cllr Chudleigh
13	Friends of Duxford Village <ul style="list-style-type: none"> a. It was agreed to arrange a Cemetery tidy up on weekend 22/23 April 2017. b. The Clerk will check the DPC insurance in respect of a litter pick event. 	Cllr Heath Clerk
14	War Memorial lettering – After extensive discussion, it was decided to refrain from repainting the lettering on the Memorial. The Clerk will communicate this.	Clerk
15	Cemetery <ul style="list-style-type: none"> a. Signage content was agreed upon; the Clerk will send a final proposal for consideration at the next DPC meeting. b. Bins – two bins were chosen from the ESPO catalogue for the Cemetery at a cost of £273.00 each; and a bin for the War Memorial Green for £145.00. Both proposals are to be taken to the next DPC meeting. c. Waste Management – Cllr Heath confirmed that the Cemetery contractor has cleared the waste area, to allow for foliage cut back. Two bins are present for parishioners to use in the meantime. d. Broken Graves – Cllr Heath confirmed that there are no stones presenting a health and safety issue. To be reviewed after each tidy up. 	Clerk Cllr Heath
16	Recreation Ground <ul style="list-style-type: none"> a. Inspections - Cllr O’Grady confirmed that four playground inspection quotes were requested, with two responses received. It was agreed to ask Playmaintain to achieve four quarterly inspections annually (£122.25 per inspection) and ask RoSPA Playsafety to achieve the annual RoSPA inspection (£66.50). This is to be agreed upon at the next DPC meeting. Cllr O’Grady confirmed that a padlock has been installed on the double gate of the playground area. The Clerk confirmed receipt of Duxplay monies and a picnic bench will be agreed upon at the next DPC meeting. b. Football pavilion / pitch – Cllr O’Grady confirmed that DUFC have completed some of the agreed works in the pavilion. 	Cllr O’Grady Clerk
17	Maintenance Contracts – Cllr Heath agreed to create a summary of 2017/18 improvements for publishing on the website.	Cllr Heath
18	St. John’s Churchyard – it was agreed that the cherry tree stump be removed.	Cllr Heath
19	Next Meeting – TBC	
20	Close – Meeting closed at 9.45pm.	
	Signed & Dated:	