

Minutes of an Extraordinary Meeting held on 24th August 2020 by Zoom.

Present: Cllr. Corden (in the chair), Cllrs. Beaumont, Chapman, Conlon, Hakeney, Johnston, McDonald, McKee, Shanks.

Apologies: Cllrs. Kay, Stewart.

1. The minutes of the meeting held on 17th August 2020, having previously been circulated, were taken as read and approved.

2. Quotes for Proposed Works at Jubilee Wood

Cllrs. MacKee and Hakeney held a site meeting with two suppliers; one quote has been received. It was agreed that the proposed works can be carried out in stages, the priority being the installation of the inner fencing and kissing gate, which can be locked. The outer gates could be removed, or left open although this would restrict the view from the adjacent Hillfield Drive properties. Concern was expressed that people may congregate in the recess.

- **Resolved** that the quote for supply and installation of post and rail fencing, field gate and kissing gate is accepted. The work to be carried out as soon as possible.
- **Resolved** that the quote for installing a drop-down bollard in the centre of the outer gate opening is accepted.

Replacement of the outer gates can be carried out at a later date. Groundworks to provide a hard base inside the gate may not be necessary. These matters will be discussed at a future meeting. Clerk to check details of the underground sewer pipe which crosses Jubilee Wood.

3. Signage

Cllr. MacKee has checked prices of safety signs.

- **Resolved** that three signs to warn of the water danger and one Covid distancing sign are purchased immediately.

Temporary printed and laminated signs regarding Covid requirements, no dogs, etc. will be prepared. Cllr. Johnston agreed to obtain stakes and will fix the signs.

4. Notice Board

This will be discussed at a future meeting with regard to content and siting.

5. Waste Bin

ERYC will visit the site to assess siting a bin. It was agreed this can be done after the fencing and inner gate have been installed.

6. Virement to Adjust Budget

- **Resolved** that £375 from the Chairman's allowance budget and £500 from the VE Day celebration budget is transferred to the Jubilee Wood budget. The balance required for the proposed works will be met from the balance in hand at the start of the 2020/21 financial year.