



Minutes
Woodham Walter Playground Working Group
Wednesday 4th November 2020 7.30pm
Virtually via Zoom

Present: Councillor Joanna Symons, Councillor John Tompkins, Jacky Bannerman (Parish Clerk),
Graham Bannerman, Nigel Cornwell, Mateja Simic, Bob Jones

01. Welcome

- Joanna welcomed those present to the meeting.

02. Apologies for absence

- Apologies were noted from Carolyn Gardener and Pam Seear

03. To approve Minutes for meetings dated 2nd March 2020 and 2nd September 2020

- The minutes were approved as a true record of the meetings.

04. Playground Funds Update

4.1 Jacky reported that the fund stands at: £25,609.27, this includes the CIF grant (to be received) and a £100 donation.

4.2 There is also a £1000 grant for picnic benches (to be received) from the County Councillor Locality Fund which was approved by Cllr. Channer.

4.3 Depending on the costs of fencing, gates, bins, signage etc we may need to do a little more fundraising.

05. Grant Applications

5.1 Community Initiatives Fund – Jo reported that the application for £10k had been successful. The committee are delighted that this means we can proceed with the playground build. Congratulations and thanks to Joanna, Graham and Jacky for putting together the successful application.

5.2 Locality Fund – Jacky reported that the application for £1k to purchase picnic benches and materials to install them had been successful.

5.3 Mateja notified the committee about the Essex Playing Fields Association and grants that maybe available. She will find out more information.

5.4 National Lottery Funding – Jacky has written to request an extension to the spend as currently the deadline is 21st February. It is thought that this will be acceptable.

06. Next Steps to Building Playground

6.1 Wicksteed Meeting – Jo, Graham and Jacky had an initial virtual meeting with Stuart Wetherell from Wicksteed. He is going to check the quote and confirm that it includes the metal feet and stainless steel slide. He will also check the lead time on orders. We will request a technical spec

which John will evaluate. The next step will be for a pre-contract on-site meeting with their Contracts manager. As John has experience at this type of meeting it was agreed that John and Jacky will attend and that Nigel is also happy to attend if required. John/Jacky to look at Risk Assessments. The best time of year for installing the playground will be around March as the grass guard matting is best installed so that it establishes while the grass is in the growing season. Query whether topsoil and grass seed would be required – although it is understood that the Grass Guard matting is designed to be placed on the surface of the existing grass which then grows through. The defect maintenance period is to be queried. All subject to Wicksteed confirming the quotation.

6.2 Timeline – John will also look at this. Await information from Wicksteed. There will need to be a 2 week lead time, 2 week installation following by installation of fencing etc.

6.3 Picnic Benches – to be ordered prior to the end of March. Hopefully this should all tie in nicely with the playground build, although the picnic benches may have to be installed ahead of the main build.

6.4 Fencing – various options were discussed and this will be researched and considered as time progresses. Possible costs were considered. There had been an offer of help from a local company however, it is understood that this company has since changed ownership. Nigel suggested a metal fence but John was concerned about the maintenance of this and the planning approval is for wooden. It is likely that a community approach to installation will be necessary to keep costs to a minimum.

07. Fundraising

7.1 No events had been held since the last meeting.

7.2 The Easyfundraising account has been set up and has raised a small amount of income so far.

7.3 Other fundraising will be considered depending on the final costs

08. Other Matters

8.1 Joanna will report to the Parish Council and advise that the committee will now proceed to the next stages (subject to Wicksteed confirming quotation).

8.2 There will be an opening event to which the grant awarders will be invited.

8.3 It was confirmed at the Playground Working party will disband on the opening of the playground.

09. Date of next meeting

- To be decided depending on requirements.

Meeting Closed at 8.50pm