

**Minutes of the Fremington Parish Council Parks and Playing Fields Committee
held on Thursday 25th April 2019 at 10.00am
at the Parish Council Offices, 12 Higher Road, Fremington**

- Present:** Cllrs Miss L Goodger (Chairman)
Cllrs S Adams, Mrs J Cann, D Chalmers, Mrs S Kingdom and A Rennles.
Mrs K Graddock, Acting Parish Clerk.
1 member of the public.
- 1904/22 **Apologies for Absence**
None received.
- 1904/23 **Declarations of interests**
None received.
- 1904/24 **To agree the agenda as published**
Agreed.
- 1904/25 **Chairman's Announcements**
Cllr Miss Goodger thanked members for their support and being part of the Committee.
- 1904/26 **Public Participation Period**
No members of the public were present.
- 1904/27 **To approve and sign the minutes of meeting held on 28th February 2019 as a correct record**
RESOLVED that the minutes of the meeting held on 28th February 2019 are approved and signed as a correct record.
(NC)
- 1904/28 **Bench at Griggs Field**
Members were circulated a request for an additional bench to be sited in Griggs Field in memory of the requestor's late husband. Members supported the idea. The Parish Clerk circulated a draft bench policy. The materials of future benches on the field were discussed and it was
RESOLVED:
1. That the Bench Policy states '*All benches must be of a sustainable source and/or metal cast. All plaques must be brass* and the Policy is adopted.
2. That the requestor is sent the Bench Policy and Application form (Appended to these minutes as Appendix 1) and the request is considered at the next meeting following receipt of the application.
(NC)
- 1904/29 **Village Green**
A request was submitted to members from the Fremington and District Community Group for the hire of the Village Green on 19th May 2019 for 'Fremington's Got Talent'.
RESOLVED that the committee supports the request.
(NC)

1904/30 **Part B – Exclusion of Press and Public**
RESOLVED that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as they involve likely disclosure of confidential information.

(NC)

1904/31 **Allotment rent – Babbages**
A request was submitted to the committee to consider a change to the rental year of the rent at Babbages allotment site.
RESOLVED that the request is not approved due to the administration time that the changeover process would take and also the legal implications that need to be adhered to in accordance with the law and allotment contracts.

(NC)

1904/32 **Close**
There being no further business the meeting closed at 10.31am.

Signed..... Dated

DRAFT

Policy for Benches at Griggs Field

1. All requests for a bench to be installed at Griggs Field must be submitted on the enclosed application form and sent to Fremington Parish Council at the above address for consideration by the Parish Council.
2. All requests must include the proposed location, specifications of the bench, including a photograph or drawing, and a copy of the inscription if applicable.
3. Fremington Parish Council will give consideration to each request but is under no obligation to approve all requests.
4. Fremington Parish Council may negotiate the proposed location or details of the specification of the bench with the applicant before granting approval.
5. All benches must be of a sustainable source and/or metal cast. All plaques must be brass.
6. Installation of the bench will be undertaken by Fremington Parish Council's approved contractor, the cost of which will be recharged to the applicant.
7. The applicant is required to pay all costs including purchasing of the bench, installation and any other ancillary costs.
8. Once the bench is installed at Griggs Field it will become the property of Fremington Parish Council and covered by the Parish Council's Public Liability Insurance. The Parish Council reserves the right to repair, make safe, or remove any benches which have become unsightly or dangerous.
9. Fremington Parish Council will keep a record of the applicant and their contact details in accordance with the General Data Protection Regulations. It is the responsibility of the applicant to provide the Clerk with updated details in writing. Failure to do so could lead to your bench being removed without further notice.

Application for Installation of a Bench at Griggs Field

Please complete all sections

Name and Address of Applicant:.....
.....
.....

Tel No: Mobile No:

E-mail:

Description of Bench (please include measurements of bench, material and company supplying the bench)
.....
.....

Is there going to be a memorial plaque on the bench?

Yes No

If yes please give details of the inscription and material of the plaque.
.....
.....
.....

Please describe the proposed location for the bench.
.....
.....

Have you provided a photograph/plan of the bench, plaque (if applicable) and proposed location?

Yes No

I have read, and agree to comply with the Terms and Conditions as set out in Fremington Parish Council's Policy for Benches at Griggs Field.

Signed Date

Benches are not permitted to be installed until the request has been approved in writing by Fremington Parish Council. The Parish Council would strongly advise not purchasing a bench until permission has been granted.

Please return the completed form to The Parish Clerk at the above address.

Data Protection: by signing this form you are giving consent for Fremington Parish Council to use and process your details in accordance with the Data Protection Act 1998. The information you provide will not be shared with any other

local government department without contacting you first.

DRAFT