

East Northamptonshire Council

Grounds Maintenance Consortium (Contract for Grounds Maintenance and Associated Services)

Minutes of a meeting held on 20th September 2018, 10am at Higham Town Council

Present:

Tracey Montgomery	East Northamptonshire Council
Mark Young	East Northamptonshire Council
Jenny Hodgson	Stanwick Parish Council
Alicia Schofield	Higham Town Council
Kay Simmons	Irthlingborough Town Council

1. Apologies

1.1 Apologies were received from Raunds Town Council (Bob)

2. Minutes of Last Meeting

2.1 Summer cutting was the main issue. Agreed to see how we go and hopefully it will balance itself out with the amount of cuts needed throughout the year.

2.2 No current issues with present work that is being done. Extra watering was arranged and successful.

2.3 Confirmed that October is changeable with the summer/winter programme.

2.4 Confirmed that more pre-defaults have been issued to the contractor but these have soon been rectified.

3. Matters Arising (not on Agenda)

3.1 TM/MY to speak to Jane regarding figures.

3.2 Graveyards – more defaults have been issued.

3.3 No Health and Safety issues reported.

3.4 Summer Bedding orders need to be organised.

3.5 8.5 – Mark to check as Kay seems to think that this has not been done. Change bin type as issue with the key.

3.6 Confirmed Holbush way is now complete.

4. Update and Review for the period July 2018 – Sept 2018

4.1 Consortium members have no issues with current work being carried out. Continue to work on communication.

4.2 Confirmed ground is very dry and little growth throughout the summer. Maintenance of the cemeteries has improved.

4.3 Complaints, comments and compliments: Jenny said coped very well considering the summer. Alicia said that they have received fewer complaints and have also received compliments regarding the cemetery.

4.4 Advised that we are getting stricter with the contractor with regards to the schedule. Notified that some pre-default notifications have been issued to Turneys but they are very quick to rectify.

4.5 Confirmed with all members to ensure that generic Padlocks are used.

5. Expenditure – Tracey/Mark to discuss with Jane about sending over the necessary figures.

6. Health and Safety

6.1 No issues reported from the members. Advised that we are dealing with any known or witnessed issues with regards to PPE equipment/clothing.

7. Summer Bedding update – advised that Summer Bedding orders need placing by beginning of November. MY/TM to send out email for requirements.

8. Any other business

8.1 Kay mentioned about maps that have litter and dog bins plotted. Advised that this is a big project that is currently being looked at. This will involve giving each bin a unique reference number. All consortium members have advised that this would be very useful.

8.2 Kay advised that the central recreation park has had an outdoor gym installed so there will be a change to the grass cutting schedule. MY to go out and measure up.

8.3 Alicia mentioned that they would like to add twice yearly weed kill to the car park at Henry Chichele School

8.4 Jenny – Need to keep an eye on the bin outside the shop in Stanwick as its getting quite full and may need to be changed to twice weekly.

8.5 Jenny – Monitoring of detritus as risk of local flooding. Need to keep on top of this. We have also mentioned an issue with parking when this work is carried out.

8.6 FCC – another vehicle on the fleet for road sweeping and leaf collection.

8.7 Finedon Road, IBoro asked Turney's to go back and cut (right on the junction). MY has requested contractor to do this.

8.8 Kay advised us of a dangerous dog/out of control dog on Finedon Road/Fenmore Drive. Mark to monitor.

9. Scheduled date and location of 2018/2019 meetings

December 17th 2018 – ENC (10am) – Minced Pies for All

March 14th 2019 Irthlingborough