

**WALBERSWICK PARISH COUNCIL**  
**Safety Committee – Draft Minutes**

The Draft Minute of the meeting of Walberswick Parish Council Safety Committee held in the Heritage Hut on Wednesday 29<sup>th</sup> August at 7.15pm.

**Present:** *Councillors Lewis, Richardson and Winyard.* **Apologies:** Councillor Sutton (Family illness)

**SC/18/7 Chairman's welcome** - Councillor Lewis conveyed the thanks of the committee to Councillor Winyard for stepping in at short notice to substitute for Councillor Sutton at this particular meeting, as it allowed the meeting to remain quorate and continue.

**SC/18/8 Open Forum** - No members of the public were present, but the opportunity was taken to discuss an email submission by a member of the public regarding unsafe posts on the edge of the green. **Resolved that it would be proposed to the next Parish Council meeting for all the posts to be removed and replaced.** Also raised was the incursion of rabbits into the toddler play area, maybe under the gate. **Resolved that Councillor Lewis would ask Councillor Sutton to inspect both gate and fence and propose a way forward.** Also raised was the need to progress the re-barking of the play area on the Green. **Resolved that Councillor Lewis would discuss with Councillor Sutton**

**SC/19/9 Consider the minutes of the meeting of 4<sup>th</sup> July - Resolved that these were an accurate reflection of the meeting.** The Chairman then signed them and they will be published on the Council website

**SC/18/10 Finalise action plan and response to playground safety report** - The marked-up playground safety report with responses and proposed action plan produced at the last meeting was reviewed. **Resolved that this needed no further amendment and would be presented to the September Parish Council meeting for approval.**

**SC/18/11 Review progress on taking Pavilion out of use** - The clearance of the Pavilion was well underway, with the final date set being 31<sup>st</sup> August to complete the process. One quote for clearance had been obtained and two more were being sought. **Resolved that the completion of quotes would be concluded with a view to removing the existing facility by Councillor Richardson.** We would then pause to consult with the village on the best way forward and whether a replacement facility was required

**SC/18/12 Consider materials required for purchase** – After discussion it was agreed that the only materials required were a reel of hazard tape, a couple of “Out of Order” notices, a roll of plastic fencing and some posts to rope off an area. **Resolved that Councillor Lewis would obtain a quote for the Parish Council to consider.** There was also discussion of how best to allocate work to approved contractors. **Resolved to advertise locally and reach out to existing contacts, then create a register of suitable people to be contactable as needed**

**SC/18/13 To produce an oral report to Parish Council meeting of 10th September 2018** – All the elements of the meeting were discussed and an oral report agreed for the Parish Council. **It was resolved that Councillor Lewis would report back to the Parish Council on behalf of the Safety Committee.**

**SC/18/6 Date of next meeting** – It was agreed to meet again in week commencing 29<sup>th</sup> October. Councillor Lewis would liaise on final date and ensure that the agenda and public notice was published by the Parish Clerk.

The meeting was closed at 20.01

Draft Only