

Project Highlight Report.

The highlight report updates the Parish Council as sponsors about the project's progress to date. It also provides an opportunity to raise concerns and issues with the Council, and alert them to any changes that may affect the project.

Project Title

Foxhills Childrens' Play Area

Project Sponsors

Lytchett Matravers Parish Council

1. **Date of this report (dd/mm/2010):** 27/02/2010

2. Objective(s) of this Project:

To design and install a children's play area on the Foxhills development public open space on land adjacent to Fosters Spring.

The goal is to secure funding by end April 2010, and place order for installation Summer 2010.

3. Achievements since last highlight report:

- Responded to Viridor about Section 106 query ref grant application, and Viridor have complete a site visit. We have since heard that we have been awarded £10k (applied for £25K) subject to conditions.
- Received offer of £10k from Purbeck Community Partnership (subject to conditions). We can use part of this money for the "Third Party Contributions" for Landfill Tax awards if required.
- Booked School Hall for Public consultation on afternoon of Saturday 27th March and confirmed availability of Brian Evans-Johnson (DCA) whose presence at the event ensures we have appropriate insurance and some CRB cover. Cllrs Cross and Gracey and PC Jon Stuart will also be present.
- Agreed format for and commenced preparing displays for public consultation event. Contacted suppliers for further pictures/plans/freebies for the event, ensuring all are given the same opportunities.
- We have decided to concentrate efforts on public consultation in order to ensure the project moves forwards and that we satisfy requirements stipulated by existing awarding bodies rather than seeking additional funding at this stage.
- No progress on the "Safeguarding Children and Vulnerable Adults" Policy/Procedures although Sue Bellamy advised me she has contacted a Parish Clerk for a North Dorset Parish who has a policy for further information. We have chased Sue on this.
- Responded to residents who had contacted us with concerns following our "update letter". All concerns addressed.
- Written confirmation received from PDC Planning Dept confirming that there is no age stipulation in the Planning conditions for the play area, and that no planning permission is required as long as we do not exceed 4m high. "the play area can be to the Parish Council's own design and its preferred age group".
- Mark Gracey has posted project documentation on the LMPC web site so the project is "transparent" to the public.
- Additional documentation, as requested, sent to SITA – grants board meeting Tues 23rd Feb: we should hear back within 2 weeks if we are shortlisted.

4. Actions and outputs for the next period:

- Cllr Cross on behalf of LMPC has agreed to consider/complete/submit a Big Lottery fund grant application.
- Send out invitations to Foxhills Residents for the Public Consultation event once the invitation is confirmed by LMPC (Tim made some comments relating to age group terminology)
- Finish preparations for, and hold public consultation event at Primary School on Sat 27th March. Feedback will enable us to create finalised plan for equipment so we can obtain final quote for works which we can present to the councillors for their acceptance.
- Consider application for "Awards for All" grant/funding.
- Receive documentation obtained by Cllr Cross from his initial investigations at the PDC offices, for review.

5. Risks and other issues:

- We have received offers from PCP and Viridor. Cllr Cross holds the offer documentation. We understand that there are conditions attached to each offer, and it is imperative that we meet all the conditions so that offers are not withdrawn.

6. Decisions required from the Parish Council:

- Is the proposed Public Consultation invitation acceptable to the Council (taking into account Date change and slight rewording in light of the Clerk's recommendations re age group?)
- Agreement to the format of the Public consultation event ie First section being Project background/planning info; second section being Graphic Displays by the 3 shortlisted Co's; Third section being about 30 A4 sheets with illustrations of different equipment items: attendees will be given "stickers" to affix to the pictures of items they favour for sections 2 and 3. There will be "goodies" provided on leaving. Committee members will be on hand at each stage, to answer questions.
- The cost of the School hall booking for the consultation event will be £35 (5 hours@£7/hour). Please confirm that we can claim this back from the Parish Council? (the village hall was not available at suitable times as it has many regular bookings on Saturdays). There will also be other nominal costs incurred for the event which we plan to submit a claim for after the event. Is this OK?
- Can the Parish Council please provide the Funding offer letters/terms from PCP and Viridor so the committee is fully aware of all conditions and requirements?