

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):** 31/01/2010

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:

- *Viridor application for £25k submitted and receipt acknowledged (with some follow-up questions about section 106 requirements). (PDF of application supplied to LMPC for file).*
- *Consider other funding sources: We tried to apply for £4k from a Tesco grant fund (£4k is the maximum grant available) but the level of financial detail required for LMPC was too detailed to be possible to obtain it by closing date 31 Jan 2010.*
- *40 minute telephone "consultation" with SITA Regional Fund Manager as follow up to our application.*
- *Plan "Public consultation" event. Proposed for 2 hours on Sat 6th March Morning – we have drafted an invitation to Foxhills residents.*
- *Contacted the 3 shortlisted suppliers requesting marketing and other materials for the Public consultation.*
- *Posted 125 "Foxhills Play Area Project – the story so far" update letters to all Foxhills residents. LMPC has received 2 responses (one by email and one by answerphone) which we need to respond to.*
- *Modifications to the PCP application form made as requested by Cllr Cross. Form signed and submitted to PCP. We have learned that the recommendation to the PCP board is to award the full £10k subject to conditions.*
- *Brian Evans-Johnson, the Community Play and Recreation Facilitator from Dorset Community Action attended our meeting last week to provide ideas for the Public consultation as he has much experience of these events. He will also assist us with the Safeguarding Children and Vulnerable Adults policy and procedures*
- *Alex Clothier has provided plans from Planning Dept at PDC confirming that original stated requirement did not specify Under 5's-only play area – indeed the draft proposal included toddler and junior play areas.*
- *Alex Clothier has also referred our request for sample Safeguarding Children and Vulnerable Adults policy and procedure back to Sue Bellamy. Once we have something suitable it will need to be adopted by LMPC*
- *Emailed PC Jon Stuart inviting him to come for accompanied visit to the proposed site.*

4. Actions and outputs for the next period:

- *Cllr Cross on behalf of LMPC has agreed to complete and submit a Big Lottery fund grant application. Can we please have an update on this?*
- *Respond to Viridor about Section 106 query ref grant application.*
- *Make booking for Village hall for Public Consultation. Plan detail running of consultation event. Send out invitations to Foxhills Residents for the Public Consultation event. (Tim – copying once the invitation is finalised, please?) and confirm availability of Brian Evans-Johnson who has appropriate insurance and CRB checks.*
- *Consider additional Funding opportunities.*
- *A condition of securing funding from the Purbeck Community Partnership funding is that we need to provide a “Safeguarding Children and Vulnerable Adults” policy and procedures. We are working to identify a suitable document which we can ask LMPC to adopt.*
- *Prepare response for LMPC to reply to the Foxhills Residents who have responded to the Residents Update letter.*
- *Obtain written confirmation from PDC Planning department to provide evidence that full planning permission has been passed, and exactly what for. Also, what were the specific section 106 requirements? (needed for Viridor follow-up enquiries).*

5. Risks and other issues:

- *A condition of securing funding from the Purbeck Community Partnership funding is that we need to provide a “Safeguarding Children and Vulnerable Adults” policy and procedures. We are working to identify a suitable document which we can ask LMPC to adopt.*
- *Any grants from Waste Management providers (SITA and VIRIDOR are the two we are eligible to apply for) require a 10% “Third party contribution” payment back to them. Apparently LMPC funding does not qualify for being used for this purpose, so we need PCP funding, otherwise we will need to secure grant(s) from other sources to make this payment).*

6. Decisions required from the Parish Council:

- *“Safeguarding Children and Vulnerable Adults” policy and procedures required for any PCP funding to be granted. Needed Feb/Mar 2010 once we have a document available – not ready yet.*
- *Is the proposed Public Consultation invitation acceptable to the Council?*
- *Availability of Cllrs Cross, Miller and Gracey) for the Public Consultation?*
- *Could LMPC now please officially refer to the play area as “Foxhills Children’s Play Area” with no specific reference to “under 5’s” as evidence from PDC shows that the original plan did not have such an age stipulation?*
- *From the original Project letter to residents in Summer '09 there were a couple of “objections” so we were not surprised to receive a couple of responses the residents update. One received 2 weeks ago and one received mid last week. We need to respond asap or at least acknowledge their enquiries – We had been delaying pending info from Alex Clothier on Planning but are now in a position to respond, but we feel the responses should be sent by LMPC. How do we handle the phone call? How can we respond if we receive further enquiries such that we avoid delay in response?*