

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 (LMPC)

1. Date of this report (dd/mm/2010): 3rd Feb 2011

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 aim is to secure funding by end April 2010, and place order for installation Summer 2010
[Revised target for completion End Jan 2011]

3. Achievements since last highlight report:

- *Installation has been completed and the play area has been signed off and is open for use.*
- *Press release has been written, approved by the funders and released to the local press.*
- *Advised funders that installation is complete and the play area is now open, and verified their requirements of us at this stage.*
- *Confirmation from the Dorset Police that they have added the play area to their rounds and check for any anti-social behaviour occurring in the area. PACT have also been informed.*
- *Payment has been made to Miracle Design and Play Limited.*
- *Confirmation from the Primary School that a 'Now Open' flyer can be circulated*
- *Confirmation that the Primary School will allow the circulation and collection of a feedback questionnaire. This is a requirement of the PCP funding award and will fulfil one of the strands of LAA target 110 by giving young people a sense of ownership and belonging.*

4. Actions and outputs for the next period:

- *Installers are to return to reinstall the play panels and affix missing steering wheel to Fire Engine play panel.*
- *Awaiting receipted invoice from Miracle.*
- *Complete funders' paperwork and submit claims for funding grants from SITA and Viridor.*
- *Compile feedback questionnaire to be completed by schoolchildren in order to gather feedback, and OK this with the Primary school. This is a requirement of the PCP funding award.*
- *Carry out usage survey to fulfil another PCP Funding award requirement.*

5. Risks and other issues:

6. Decisions required from the Parish Council:

- *Write article for Parish Magazine and Lytchett Link.*
- *Submit claims for funding grants from SITA and Viridor (paperwork prepared for the Clerk)*
- *Confirm LMPC are happy for flyer to be circulated to Primary school, announcing that the play area is now open.*