

Turnpike Field Working Group

Date: Wednesday June 3, 2021, commencing at 7.00pm
Venue: Youth Club Room of the Annexe, Audlem Public Hall

Public Forum – an opportunity for members of public to ask any questions of the Working Group. This is restricted to a max of 3 minutes per person and 15 minutes in total. Members of the public are reminded that the TFWG Code of Conduct for meetings will apply at all times.

- **Apologies** **1 Minute**
- **Declarations of Interest.** **1 Minute**
- **Election of Chair** following the Parish AGM held 10 May 2021 **2 Minutes**
- **Election of Vice Chair** noting that this person should be a Member of the TFWG and NOT a Member of the Parish Council. **2 Minutes**
- Review of meeting notes from previous meeting held on March 24, 2021 **2 Minutes**
- Matters Arising from the previous meeting held on 24 March 2021 **5 Minutes**
- **Financial review** **20 Minutes**
 1. TFWG to review the financial information provided by the Interim Clerk regarding budgets, donations, grants, reserves and spending (see attached with NOTES)
 2. TFWG to provide guidance as to the allocation of spending against sources of funds for the ongoing monitoring and reporting of budgets and reserves.
 3. TFWG to confirm that the cost of the new signs to be charged to the Donations figure as agreed.
- **Signage** **5 Minutes**

New signage for the field has been approved with locations identified by a Member of the Council and a volunteer Member of the TFWG to be reported.
- **Car Park** **30 Minutes**

Following receipt and presentation to APC of the proposal from the small team, the PC requests recommendations on the following:

 - I. Propose next steps for the car park, with careful consideration given to the additional cost of purchasing reports for use in commissioning detailed construction quotes, the possible final cost of the project and updating and seeking approval from the community regards the current plans and cost expectations.
 - II. TFWG to advise the APC at which point the community should be advised of the proposed plan and costs - and how is this to be communicated (newsletter, public meeting etc).
 - III. To confirm the actual costs of employing a consultant to advise the TFWG/APC on all aspects of the design and earthworks based on the existing draft layout.
 - IV. To advise the stage/timing to submit an outline planning application to CEC for consideration, guidance and approval. APC has already approved a sum to cover the cost of a Planning application

In addition, please feedback on:

- V. Members of APC were previously advised to approach a landworks/landscaping specialist such as Landstruction in Chester to follow up on the free assessment and quotation offered to implement a car park scheme based on the existing draft layout with findings back to the TFWG. Please provide feedback on this.
 - Once the recommendations of the TFWG have been received the Parish Council will make a final decision on how to proceed.
- **Review field bookings and enquiries 2 Minutes**
To receive details of any additional requests or bookings.
- **Booking conditions** **10 Minutes**
TFWG to agree and formulate a policy and procedure for the future use of TF, detailing responsibilities, documentation, use for camping, bbq's, fires, charges, insurance, risk assessment and stewarding/marshalls etc. Ensure organiser has been made aware of and agreed their responsibilities. (Risk Assessment)
- **Ecology Report** **10 Minutes**
Adrian Leighton of ADAPT.
- **Tree** planting update **10 Minutes**
- **Maintenance** report update **5 Minutes**
- **Footpath safety/quality** – **5 Minutes**
to consider the funding of a boardwalk towards the Green Lane exit and how to deal with the connecting muddy bridge.
- **Set date for the next meeting**

Meeting to finish no later than 9pm

- The meeting will be held in accordance with any prevailing Covid requirements.
- Members of the public may attend the meeting and at the start of the meeting put any points but can only speak for 3 minutes and must follow the Code of Conduct
- If a vote is needed the Parish Council Chairperson has the casting vote.
- All matters raised must go back to full Parish Council.