

**Minutes of Best Kept Village Sub-Committee**  
**April 16<sup>th</sup> 2018 7:30pm Old Grammar School**

**Attendees:**

Cllr Wyatt, Cllr Stewart, Cllr Gooding, Cllr E McManus, Cllr S McManus, Cllr Sanderson, J Bucknall (Clerk)  
No members of the public in attendance.

Cllr McManus talked through the project and communications plans. It was noted that the actions are basically years 1 and 2 of the 5 year plan.

Cllr Wyatt did spoke with RODSEC at their AGM, and they seemed engaged.

The next best opportunity to sell the idea will be the village AGM. It was agreed to be a 'hand raising' exercise for those organisations/individuals who wish to become involved. Cllr Stewart to get the pitch pack ready for the AGM along a two-page flyer.

Orchard and Jinny Trail have been added to contracts.

Cllr Wyatt has been able to get hold of some banners for the Station Working Parties and for the Parish Council Clean up dates etc.

The Jinny Trail is looking very good at the moment due to the path through the trees towards the road.

The Civic Trust tree planting project will shortly be underway with the planting of whips from the Woodland Trust. There won't be any need for additional top dressing. During the next two months this will be completed.

Cllr Wyatt showed a draft letter to businesses. All agreed with its contents.

Monthly Facebook posts to be started immediately by the Clerk.

An article will be written for the June Rollestonian, this will also include ways to get involved, and feedback/suggestions for improvements.

Cllr Wyatt's banner to be ready for the Transport Festival, Monday 28<sup>th</sup> May, which will also be used for the open gardens on 8<sup>th</sup> July.

Cllr Gooding to make contact with a contact who may be able to sponsor a prize for children's posters.

Cllr Gooding to meet with Rev Whitehead shortly to discuss the Churchyard, including plans for the paths. Cllr Wyatt noted that the PC could donate some funds to help should they be needed.

The grant application for a replacement spinner was noted, and the tractor will be purchased imminently.

The school will play a large part, Clerk to lead on contact with the School. Communication with Teachers to start September 2018.

Brookside railings will need to be addressed. Clerk to chase Richard Raysen again for a date to meet, and also about progressing the painting of the railings.

Discussions took place around letters to households where front gardens may be considered unkempt. It was agreed that if a 'front garden' competition was noted by any members of the public the PC could discuss a way forward for this.

For the poppy meadows, Do not Cut signs to be ordered, along with 'Rolleston Remembers'. Clerk to inform residents in the immediate locations, along with something in the Rollestonian.

The next clean-up day was agreed for 12 May, concentrating on the Brook, ivy and a litter pick around the croft. Depending on numbers, this can be expanded to other areas.

## Risk Management

Cllr Sanderson showed an example template which could be adopted. Along with those already on the template, other areas of risk to be considered are GDPR, Safeguarding, Health and Safety and Flooding. Clerk to prepare a draft for circulation and add to the full PC agenda for quarterly reviews.

Cllr Wyatt to discuss safeguarding with the two contractors at the next meeting. Clerk to check with ESBC Monitoring Officer.