

**MINUTES OF A MEETING OF LYDD TOWN COUNCIL GENERAL PURPOSES COMMITTEE**  
held in the Council Chamber at the Guild Hall on Monday 7<sup>th</sup> February 2022 at 6.30 pm

**Present: Mrs Jean Jones, R.S Jones (Chairman), Mrs Kim Rye and Mrs Debbie McKenna**

Angela Alexander – Town Clerk  
Mrs Diane Cavey – Assistant Town Clerk

**43. APOLOGIES FOR ABSENCE**

Cllrs Mrs Ann Duncan (unwell), Paul Rye (unwell) and Mrs Jade McKenna (unwell)

**44. LYDD HALF MARATHON AND 20 MILE RACE**

The Lydd Half Marathon and 20 Mile race will start from The Banks at 10am on 6<sup>th</sup> March 2022 and paperwork from Liam Burke of Nice Work was circulated to Councillors for consideration.

A question was raised if Brett will be sponsoring the race this year as this money is normally given to the Mayor's Charity fund and in return this is donated to the Marshalls of the race who are local voluntary organisations.

The Mayor raised a problem with potholes on the approach to The Banks via Dering Farm Lane. Cllr R.S. Jones said that he would get this looked at and completed this month. The Clerk asked if materials were required and if so to advise immediately what was required. The Clerk asked Cllr Jones who would carry out the work with him and he said that Cllr Paul Rye would assist. Cllr Sweeney also offered to assist.

**RESOLVED: To grant approval to Nice Work to hold the Lydd Half Marathon and 20 Mile Race starting from The Banks on 6<sup>th</sup> March 2022.**

**Proposed by Cllr Mrs Jean Jones and seconded by Cllr Sweeney**  
**Unanimous**

Cllr Sweeney left the meeting at 18.40 pm

**45. MINUTES**

**RESOLVED: The Minutes of the meeting of the General Purposes Committee held on Monday 6<sup>th</sup> December 2021 were approved and signed as a true record.**

**Proposed by Cllr Mrs Jean Jones and seconded by Cllr Mrs McKenna**  
**Unanimous**

**46. DECLARATIONS OF INTEREST**

There were none

**47. QUEEN'S PLATINUM JUBILEE**

a) The Town Clerk reported to the Committee on updates to the official arrangements which she had been advised of since the last General Purposes Meeting as follows:

**LIGHTING OF THE BEACONS 2ND JUNE 2022**

We have been advised of a few changes to the timings of the activities taking place

**Town Criers – The Proclamation**

Town Criers are being asked to undertake the Proclamation from central locations within their local communities at 2pm

The Committee agreed that the Town Sergeant should be asked to make the Proclamation outside the Guild Hall.

**Pipers – Due Regnare**

This tune to be played by a Piper at the Beacons site before the beacon is lit – Pipers to play the tune at the new time of 9.35. Mrs Diane Cavey to inform the Pipers of the new timings

**Buglers and Cornet Players – Majesty**

All those lighting beacons are encouraged to source a Bugler or Cornet player from the local Cadet forces, School or voluntary bands etc to play the unique bugle call Majesty at 9.40 officially announcing the lighting of the beacon at 9.45

The Town Clerk said that she had contacted the bugler who plays for us at Remembrance Sunday but he is unavailable on that day. The Committee agreed that a bugler or cornet player should be appointed if possible.

**Queens Platinum Jubilee Beacons**

Beacons to be lit at 9.45 directly after the Piper Due Regnare

**Choirs**

The Town Clerk reported that a competition has been running since last year for a Commonwealth wide Song competition with the winning song being sung by choirs in the community at locations of their choice. I have emailed the Church choir to ask if they are participating and if they would like to sing this as the beacon is being lit at 9.45 pm

The Town Clerk advised that she had contacted the All Saints' Church Choir to invite them to sing 'Rise Up and Serve' a new anthem for the Platinum Jubilee at the Beacon lighting and this will be considered by them.

The Committee agreed that this should be pursued as it would be lovely if the choir could sing at the beacon lighting.

**PLANTING OF 7 TREES**

Where it is possible all those lighting beacons are being encouraged to plant a circle of seven trees AFTER the event (October onwards) at locations of their choice, with each tree representing a decade in the Queen's seventy-year reign.

Councillors discussed if this is something they wish to do and if so where. Advice on major planting projects should be directed through the Office of the Lord Lieutenant in your County by Lydd Town Council officers. The Chairman said that a circle of seven trees would take a lot of space which would be difficult to locate. This idea was ruled out in favour of the Planting of a single tree by the Mayor.

**PLANTING OF TREE BY THE MAYOR**

We are encouraged to get involved in Planting a Tree to mark the Platinum Jubilee in celebration of The Queen's 70 years of Service to the Nation. On previous occasions this has been planted by the Mayor in office at the time.

From October, we can photograph our Jubilee tree and upload it on to the QGC map. We may also wish to mark the occasion with a commemorative plaque. The QGC is offering a physical, as well as a virtual commemorative plaque option, in keeping with an environmental initiative.

The Committee agreed that a tree should be planted by the Mayor on the Rype to mark the Platinum Jubilee

**PLAQUES**

The QGC has worked with suppliers across the United Kingdom to develop plaques which are of a standard design and are available in a range of sizes and prices. We are advised that QGC plaques should be freestanding and NOT be fixed to trees or tree guards.

### Guidelines for the Plaques

Due to the size and scope of the QGC, the plaques are of standard design and cannot be altered. The addition of personal messages, or logos to feature alongside a QGC plaque, is not permitted.

The Town Clerk tabled photographs of examples of the approved plaques for councillors to consider as follows:



Councillors agreed that a real plaque should be ordered with the preference being from the RBLI as the supplier if possible and to be sited as close as practical to the tree planted on the Rype by the Mayor at the appropriate time of year. The plaque may be installed on a free-standing post.

#### b) Letter from the Jubilee Celebrations Group setting out their progress

The Town Clerk reported that she had requested a letter from the Jubilee Celebrations Group for the General Purposes committee meeting on the progress they had made with planning and arrangements for the event so that the money could be released at the beginning of April.

The Town Clerk explained that the £1,000 recommended by the General Purposes Committee and supported by full Council at the January 2022 meeting for the Jubilee Celebration group would be taken from the £10,000 in the next financial year's budget for the General Purposes Committee to spend on the Platinum Jubilee and that the money would be available from 1<sup>st</sup> April 2022 onwards.

It was proposed by Cllr Mrs Jean Jones that the £1,000 be released to the group. Cllr Mrs Debbie McKenna asked could we push for a little bit more money as it is a one-off event.

The Chairman explained that the General Purposes Committee had already reached a decision which had then been voted on by full council to give £1,000 to the groups event and that this now a firm amount being a resolution of the Council. Cllr Mrs Kim Rye asked had we any of the money unallocated.

The Town Clerk explained that when the small grants were considered there was £5,000 allocated to local charitable and voluntary organisations and in addition £1,000 to both Lydd Club Day and Lydd Twinning from general reserves and £1,000 from the £10,000 allocated to the General Purposes Committee for spending on the Platinum Jubilee to the Jubilee Celebration group for their event on the Rype. The General Purposes Committee has agreed expenditure for the

beacon, Piper, tree and plaque so far and there will be further expenditure for the Council beacon lighting event at The Banks and other items celebrating the event. The Chairman asked that celebration mugs for local children be considered. The Chairman said that there had been a proposal made by Cllr Mrs Jean Jones and asked if there was a seconder for the proposal. Cllr Mrs Rye seconded the proposal

**RESOLVED: That the £1,000 recommended by the General Purposes Committee at the December 2021 meeting and agreed by full Council at the January 2022 meeting be released to the Jubilee Celebration group at the start of the new financial year in April 2022**

**Proposed by Cllr Mrs Jean Jones and seconded by Cllr Mrs Kim Rye**

**For: 3**

**Against: 1 Cllr Mrs Debbie McKenna**

#### **48. RYPE PLAY AREA PROJECT (Appendix A page 66)**

A summary of the informal information gathering by Councillors in relation to replacement 5 to 11 years old play equipment was collated and detailed in a spread sheet circulated to Councillors for their information.

The Town Clerk advised that she had not included the outdoor adult gym equipment as this initial project was to consider the replacement of play equipment for the 5- to 11-year-old age group that was currently in place on the Rype with new up to date and imaginative pieces of play equipment aimed at all abilities for the 5 to 11 age group. The Town Clerk said that whilst councillors had used different examples the majority had referred to a large multi-use piece of play equipment or 'jigsaw'. This is a piece of equipment made up of component parts which all fit together – i.e., there are numerous variations of parts which then fit together to make the multi-use piece of equipment which may contain slides, towers, etc and accessible pieces which are disabled inclusive. Dish swings are also excellent for all users.

The Clerk advised that she had met with one play provider to get their thoughts from a professional angle. They had suggested that the crow's nest and flat roundabout are in good condition and have life left in them so could remain as part of the scheme. The roundabout needs some maintenance though. Surfacing was discussed as soft pour or a soft pour mulch being suitable.

The biggest problem is the slide and mound – there are entrapments. The play provider recommended dismantling of this by a local contractor and the slide taken away and the earth used to infill. He suggested removal of the existing swings and damaged surfacing and that the earth from the mound be used to fill in this area.

The Chairman said that the slide and mound need to be removed. The concrete is not suitable and the wood is prone to rot.

Cllr McKenna said that a surface for bouncing the ball needs to be installed at the basketball hoop area.

The Town Clerk explained that by introducing adult outdoor gym equipment there is then the need for fencing this off if within a certain distance of children's play equipment.

Councillors raised the problem of dogs and traffic close to the children's play equipment and the fencing of the under 5s area to solve this problem, Councillors discussed that hedging may collect litter and would not be secure and look out of place.

#### 49. CORRESPONDENCE

- a) The Clerk reported on a letter from the Friends of Lydd regarding the small grants as follows:  
*As Friends of Lydd Treasurer, I wish to confirm receipt of the small grant cheque for £900 for work at Lydd Museum. We wish to thank Lydd Town Council's General Purposes Committee and yourself for granting us this sum of money.*
- b) The Chairman advised that a letter had been received from Peter Webb to the Chairman of General Purposes Committee regarding the replacement play equipment project. The Chairman advised that this was for receiving and noting only and reminded Councillors that the letter was addressed to him and that councillors did not have a mandate to respond on behalf of the Council or Chairman of Committees.

#### 50. PRESS AND PUBLIC EXCLUDED

***RESOLVED: To exclude the public and press as items for discussion are either confidential or exempt due to commercial sensitivity as defined in Schedule 12 of the Local Gov Act 1972.***

***Proposed by Cllr Mrs Jean Jones and seconded by Cllr Mrs Debbie McKenna  
 Unanimous***

#### 51. PROJECT TENDERS

##### **Confidential report 2022/C0002**

The Chairman tabled documents relating to procurement and tendering for sports and play projects for consideration by councillors which he explained was commercially sensitive. The agenda item and document had been discussed with the Mayor and Committee Chairs. The Town Clerk then explained the tendering process and the need to advertise on the contracts finder for projects over the cost of £25,000. It was explained that the Council cannot favour a particular company and must be a transparent process. The tenders are normally sent in marked envelopes which are opened at a meeting and then recorded. The quotes are then examined in detail usually by a group of councillors and they should be on a like for like basis and a recommendation be presented to the Council meeting.

The Town Clerk recommended that planning permission be applied for the play park project. The Chairman advised that he and the town clerk had met with Steve Catt and another member of the tennis club and contractor regarding a disabled ramp and that we were awaiting more information to come back from that meeting. Mr Catt was also meeting with the school regarding line marking for mini tennis and that we could proceed with finalising the tender document when this information has been sent to us.

***RESOLVED: That Sports and Play consulting be engaged to handle the procurement process for the Rype play equipment project and tennis courts.***

***Proposed by Cllr Mrs Jean Jones and seconded by Cllr Mrs Debbie McKenna  
 Unanimous.***

The meeting closed at 08.10pm

Chairman \_\_\_\_\_

Date \_\_\_\_\_

LYDD TOWN COUNCIL  
GENERAL PURPOSES COMMITTEEPLAY EQUIPMENT  
AGE 5 TO 11 YEARS

JANUARY 2022

	A	B	C	D	E	F	G	H
1	SUPPLIER DETAILS		PLAY EQUIPMENT ITEM			PAGE NO	COUNCILLOR	
2								
3	<b>Creative Play</b>		JIGX 501 Kilimanjaro	Jigsaw play tower		57	BJ	JJ*
4			S111R Basket swing			82	BJ	JW
5			Noughts and crosses			72	JW	
6			SR201 Standing seesaw			82	JW	
7			Aerial runway			83	JW	
8		*	Copythorne this is a	Jigsaw play tower		34	JJ	
9		**	JIGX 701 K2	Jigsaw play tower		57	PR **	
10								
11	<b>Kompan</b>		Funpoint hangout			99	JW	
12			BLOQX4104 climbing sculpture			171	JW	
13			Embankment slide			185	JW	
14			Jumper square			199	JW	
15			Frigate			60	JJ	
16			Steel swing			61	JJ	
17			Jumpers			198	JJ	DMcK
18			Cocowave pendulum swing			209	PR	
19			Fiveway swing			209	PR	
20			Curved embankment slide			185	DMcK	
21			Multi spinner carousel			176	DMcK	
22			Balance Poles			288	DMcK	
23			Four towers with tunnel and play tower			20	KR	
24			Toddler station			194	KR	
25			Pirate ship			111		
26			Toddler carousel			192	KR	
27			Tower with ramp			130	KR	
28			Carousel GXY957			65	DMcK	
29								
30	<b>Playspaces</b>		zipwire			26	BJ	PR
31			HMS Kent			13	BJ	PR
32			Timber swings junior and cradle			16	BJ	
33			Swings			43	KR	
34								
35	<b>Sovereign</b>		Zip wires			34	DMcK	
36			log swing with DDA seat special needs			119	JW	
37			Rock or log climber			13	DMcK	
38			Oak early years tower range			27	KR	