

Minutes of a meeting of the Skate Park Working Group held at 8 pm on Tuesday 15th August 2023 on TEAMS.

[Working Group members: Mrs L Jarvis, Mrs S Wisdom & Mr T Winchester]

Present: Mrs S Wisdom & Mr T Winchester.

Clerk: Mrs L Moffatt.

1. **Welcome**
2. **Apologies:** Mrs J Jarvis
3. **Minutes of the meeting dated 10th July 2023** – Carried forward.
4. **To consider the information circulated 02.08.23** – The working group considered 2x correspondence from Mr J Jarvis and information from HALC Legal Services.
5. **To agree the process following the Full Council approval that the working group may go to tender** Following discussion the following actions were agreed:

Action
Clerk to contact HALC Legal Services to ask if their list of pre-approved contractors includes skate park specialists that could quote to the Councils criteria.
If so, the working group would like to accept their quote of £2,000 to manage the “call off”. [Note: approval of funds will need to go through the Parish Lands Committee and Full Council meetings in September]
If not, the working group will continue with the tender process.
Also, to enquire as to whether there are any additional costs.
Mr T Winchester and Mrs S Wisdom will measure the existing skate park surface and take photographs to accompany the tender documents.

6. **To agree actions before the next meeting** – as above.
7. **Date of next meeting: 24th October 2023**

The meeting closed at 21:00