

Present: Sue Ashwell, VMAG Chair
Clr Caroline Underwood
Village Group Member Betty Millard
Clerk Ramune Mimiene
Assistant Clerk Jessica Thomson (Group Secretary)

On Zoom – Clr Emily Lankfer + Village Group member Margaret Carter for first 20 mins)
Apologies – Cllrs Madeline Fraser, Anne Howell Jones

No	Agenda Item	Who	Action/Status/Update
1.	VMAG Notes March 2024	ALL	A revision was made to anonymise a named employee on previous March 2024 notes
2.	BPC Accountability for clearing pavements/ footways	SA/RM	There have been increased requests that we clear leaves from pavements. This is not the responsibility of the Parish Council, and we would have to consider how we deal with it in terms of equity and liability. It has been decided that with the exception of The High Street and Church Street, we will not be clearing leaves from paths around the village. We will inform the Handymen and put a message in the Roundabout.
3.	New Bin	JT	Following the removal of the bin outside the One Stop, there is a lack of bins in the High Street and this may increase littering on the High Street. We have decided to : • Speak initially to One Stop and understand why it has been removed and if they would consider reinstating. • Engage with businesses on the High Street to see if anyone is able to provide a bin outside their premises. • Have a conversation with the High Street businesses to see if they will contribute towards the costs (£600 for the bin and £800 p/a for emptying it. • Consider moving the bin from the phone box at the top of the High Street to a more central location.
4.	Handyman holiday hours	SA	Holiday hours entitlement increased in line with contract; both handymen now on the same hours and same holiday, bank holiday & extra-statutory days entitlement per annum Discussed weekend working. Affected member of staff will be advised in writing by Clerk about both entitlement and arrangements which are acceptable to deliver against the requirements of the Council
5.	Playground	JT/RM	Significant renovation requirements identified at last independent annual review of safety

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			It is agreed that the playground is looking tired and needs updating - JT / RM to get quotes from 3 playground equipment companies for VMAG to then consider proposals to Council for CIL and/or future years' budgets.
6.	Notice Board – Village Hall Car Park	JT	Handymen have pointed out that the noticeboards are nearing their end of life. Will get quotes for recycled plastic noticeboards as those require less ongoing maintenance
7.	Renovation of the Gardeners Shed	RM	The shed is almost ready for the Handymen, there are a few outstanding items on the snagging list that need to be completed first. We have an electrician coming in to inspect, and when compliant, sign off the electrical work next week. Insurance have asked for a Mortice Lock on all building's final exit doors – RM to see if this is relevant/essential for the Gardeners Shed. CLM responded to latest message from SA with a holding message – we are awaiting a fuller response.
8.	Reviews VMAG Policies and Risk Assessments	ALL	MF has sent over suggestions – agreed to adopt all those suggested amendments RM to review and update using MF / SA's versions proposed changes and then go to the Council meeting from VMAG
9.	Day &/or Date of VMAG meetings	ALL	Options reviewed in response to potential clashes with other booking for Millard Suite NOTE May VMAG meeting is TUESDAY 14 May Agreed to leave date as the third Wednesday of the month at the moment and review in a couple of months.
10	Quad Bike or similar	ALL	Should we consider a farming Quad bike which can be used to pull a trailer as well as being a useful vehicle for accessing rougher terrain? Group members discussed pros & cons On balance, the cost, cost of insurance, the training involved and H & S risks outweigh the usefulness of having one.
11	Insurance cover for assets	ALL RM	Following a full review, we found that: - Electrical infrastructure in the shed should be added to the insurance – RM - Gates and fences – check costs of current installations and adjust the total cover amount as it appears too low at the moment RM to report to next VMAG on any effect on cost of insurance
12	Handyman activities	SA	Time to do handyman tasks will be managed by clerks to ensure that the arrangements remain cost effective and appropriate e.g. re compliance with legislation