

CALVERHALL – IGHFIELD PATHWAY STEERING GROUP MEETING NOTES:

Date: 1st July 2019

Location: Old Jack Pub

Attendees: Chair: David Price (Ightfield Parish Council)
Secretary: Mark Astley (Ightfield Church Council)
William Heywood Lonsdale (Shavington and Cloverly Estate)
Linda Roberts (Old Jack Pub)
Henry Hitchman (Ightfield Parish Council)
Matt Procter (technical support volunteer)
Elaine Griffiths (Calverhall Village Hall)

Apologises: Lucy Roberts (Shropshire County Council)

Meeting started 19:40

1. The Meeting Agenda:

1. Open Meeting
2. Apologises and Approval of previous meeting minutes
3. The Current status review
4. Conditions of CIL funding,
5. Works loan application
6. Land lease to P.C
7. Consider works quotes and contractor availability
8. Pavement entrance
9. Build Start date
10. Communication to the Parish
11. Review of Actions
12. Any other business

2. Minutes from the 10^h Sept Steering Group Approved. Mark to secure publication on the Parish Council web site.

3. The Current Status

The meeting reviewed the current estimated finances available to complete the footpath project:

- Community Funds raised:
 - £700
 - £500
- National Lottery Awards For All
 - £10,000

- Twemlows Solar Fund Grant
 - £1000
- Shropshire County Council CIL Local Funding (subject to Technical Checks)
 - 34800

Estimated Funds available: £47,000

4. Conditions of CIL funding

William and Matt to lead the project management to comply with the technical checks form when issued by SCC. In the meantime, they can prepare using Lucy Roberts' guidelines. **Mark** to provide admin support if required when completing the official form.

5. Works loan application

The Steering Group decided to continue with the PWLB loan application as a back up plan to any unforeseen delays in receiving finance. Mark to coordinate with the Parish Clerk on application progress.

6. Land lease of the Footpath route to P.C

William advised that Head of Terms had been started by the Estate solicitors. This will be financed by The Cloverley and Shavington Estate. The Parish Council's solicitors have been appointed. William to progress this to secure this issue will not delay the build start.

7. Consider works quotes and contractor availability

1. The requisite number of quotes for the path build and the fencing have been received.
2. The Steering Group voted on the contractors for path and Fencing.
3. The two contractors selected will bring the total for construction to £45,372.
4. **Matt** to review technical specs to assure any last-minute issues.
5. **Dave** to clarify the quote from the third build contractor on the footpath.

7.1 In addition to the above build cost, there is anticipated to be the following additional fees:

- Planning application fees to Peter Richards and Shropshire CC
- Ecology Report
- Orchard management and cutting
- Solicitor Fees to the PC for the Land Lease
- Proposed Ightfield Access search and build work
- CDM – Construction, Design and management fees
- William to discuss with appointed contractor about including hedge and access work in current quote.

7.2 For both points 7.1 and 7.2 the **Parish Council to approve** the contractor selections and the identified additional costs. To be done as early as possible in July.

8. Pavement Entrance at Ightfield

Options were discussed and a final solution will be confirmed at the next on site meeting with the build contractor.

9. Build start date

Based on the latest developments, The Steering Group are now targeting the following start date:

15th August 2019 Footpath Build start

Early September Fence erection

The operational project management when constructions starts will be **William, supported by Matt.**

10. Communication:

Mark to write a brief update for The Village Crier.

11. Any other business:

The PC to confirm the setting up a separate account from PC funds for the Link Footpath

The Estate to advise the tenants of the footpath land on the latest developments

The PC to apply for dog litter bins at each end of the footpath.

Meeting Conclusion: The Steering Group is now planning and preparing for the building of The Link Footpath by August 2019.

Date of Next Steering Group Meeting: TBA once the footpath build start date has been confirmed ie early August 2019.

Meeting Closed 21:00