

BENSON PARISH COUNCIL

Parish Hall, Sunnyside, Benson, Wallingford. OX10 6LZ
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Benson Parish Council Awards Committee Meeting held on Tuesday 8th November 2016 at 9AM in the Parish Hall

Minutes

1. **Apologies.** There were no apologies as all members were present.
2. **Declarations of Interest.** – Cllr T Stevenson declared an interest in item 4 to decide the Benson Tub Competition Winners for 2016.
3. **Public Session.** There were no members of the public present.
4. **To Decide Benson Tub Competition Winners for 2016:** To decide the winners of the Benson 2016 Tubs competition and recommend to full council the prizes to be given. It was agreed that prizes should be awarded as recommended by the gardening club:
 - a. First Prize: Tubs 9 and 10 located outside the Benson Butchers.
 - b. Second Prize: Tubs 23, 24 and 25 at the end of Castle Close.
 - c. Third Prize: Tub 26 opposite Chapel Lane.

The gardening club judges also asked that it be noted that the tubs looked even better this year and highly commended Tubs 3,11 and 12 in the centre island by the bus stop. It was agreed that a certificate could be presented to the Guides, Rainbows and Brownies and Cllr P Baylis agreed to prepare the certificate. It was also agreed that the clerk should purchase an A4 frame to display the annual results of the tubs competition.

Action: Cllr Baylis to prepare certificate for guides.

Action: Clerk to purchase A4 frame.

Members resolved by 3 votes with 1 abstention to make a recommendation to full council:

Recommendation to full council that £45 be allocated for the purchase of garden vouchers as prizes for the Benson 2016 Tubs competition.

5. **To Discuss the Annual Letter to Tub Holders.** It was agreed that the clerk should draft a letter and send it to members for review.

Action: Clerk to draft letter to tub holders and circulate members.

6. **To Note any Spare Tubs Available.** Members noted that there is currently 1 tub (No: 18) uncared for. It was agreed that the clerk should confirm availability and if required advertise for a tub carer in the Benson Bulletin. Cllr T Stevenson noted that it would be a good idea to also put the request for nominations for the Bob Griffiths and Don Fletcher in the Benson Bulletin. Members agreed and instructed the clerk to include the request for nominations in the clerk's parish notes.

Action: Clerk to confirm availability of tub No: 18 and if required advertise for a carer in the Benson Bulletin.

Action: Clerk to place the request for nominations for the Bob Griffiths and Don Fletchers awards in clerk's parish notes.

7. **Items to Note.** There were no items to note.
8. **To Confirm the Date of the Next Meeting.** TBD.

CPB
CLK

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A handwritten signature in black ink, appearing to read 'PEldridge'.

Peter Eldridge
Proper Officer
9th November 2016

Annex A
Actions for the Awards Committee
as at 8th November 2016

Serial No	Action	To
1.	Cllr T Stevenson to review tub holders annual letter. Awards Committee Meeting Minutes dated 19 th November 2015 (4.). <i>Review complete. Action closed.</i>	CTS
2.	Clerk to ascertain who maintains Off License tubs. Awards Committee Meeting Minutes dated 19 th November 2015 (5.). <i>Maintenance of Off License tubs noted. Action closed.</i>	CLK
3.	Clerk to place request for nominations in the February and March additions of the Benson Bulletin. Awards Committee Meeting Minutes dated 19 th November 2015 (6.). <i>Items placed. Action closed.</i>	CLK
4.	Cllr T Stevenson to contact gardening club awards minutes dated 11 th April 2016 (5.b.). <i>Contact made. Action closed.</i>	CTS
5.	Cllr Baylis to investigate suitable templates to produce a scroll in house awards minutes dated 11 th April 2016 (6.a.). <i>Certificates produced. Action closed.</i>	CPB
6.	Cllr Baylis to prepare certificate for guides awards minutes dated 8 th November 2016 (4.). <i>In progress.</i>	CPB
7.	Clerk to purchase A4 frame awards minutes dated 8 th November 2016 (4.). <i>In progress.</i>	CLK
8.	Clerk to draft letter to tub holders and circulate member's awards minutes dated 8 th November 2016 (5.). <i>In progress.</i>	CLK
9.	Clerk to confirm availability of tub No: 18 and if required advertise for a carer in the Benson Bulletin awards minutes dated 8 th November 2016 (6.). <i>In progress.</i>	CLK
10.	Clerk to place the request for nominations for the Bob Griffiths and Don Fletchers awards in clerk's parish notes awards minutes dated 8 th November 2016 (6.). <i>In progress.</i>	CLK