

SLAUGHAM PARISH COUNCIL

RECREATION COMMITTEE MINUTES

Members are summoned to a meeting on
Tuesday 22nd November 2022 at 6.30pm
MacNaughton Hall, Finches Field, Pease Pottage

Email clerk@slaughampc.co.uk
Website: <http://www.slaughampc.co.uk>



Present: Cllrs Julia Elliott, Lesley Read, Lorette Holborn, Jane MacNaughton

Others Present: Sally Mclean (the Clerk)

- 1 **Apologies for absence:** Ken Boyle
- 2 **To approve the minutes of the meeting held on the** 15th March 2022, 11th August 2022
- 3 **To receive declarations of interest from members in respect of any items on the agenda.**
None
- 4 **Open Forum:** Council to consider adjournment of the meeting in accordance with Council's Standing Orders, to receive questions from members of the public in attendance in respect of items on the agenda.
If you wish to attend, please email the clerk@slaughampc.co.uk. GDPR Notice - Please note that the Council is making audio and or video recordings of this meeting. The Council's recordings are used for administrative purposes only. By participating at the meeting, by requesting access you consent to this. If you do not agree please do not join the meeting. NONE
- 5 **Handcross Sports Pavilion – Management Committee Reports:** to receive and note committee and advisory group updates – Committee to consider the RECOMMENDATIONS:
 - 5.1 **Handcross Football License Agreement –** Update on license/fees WIP Anthony and Tony retiring little league. Remaining funds as itemise to clear final statement
APPROVED
 - 5.2 **Petanque –** To review license fence requirements – The Committee resolve to safeguard the playground and install additional fencing. Sally to obtain quotes and refer to Council. As per previous minutes. The Boules Club to plant heading to secure the Piste Boundary under license. JE/KB to meet with them and advise.
 - 5.3 **Barrier –** Installation Completed **RESOLVED**
 - 5.4 **Other Matters –** Members to consider other matters **None**
Sally to order storage units for Football at Mac Hall and Croquet at Handcross
 - 5.5 **Croquet –** The Club would like an agreement and fees agreed for the use of the Pavilion and set up a pitch – Committee resolve in line with the Boules and other users an annual fee of £250 as of the 1st January 2023. In line with the license with regards to access to the disabled toilets during match days etc. Sally to issue.
 - 5.6 **Committee to investigate** procuring a line marker for the Football and Croquet. Sally to investigate
- 6 **MacNaughton Hall**
 - 6.1 **Additional Lighting –** Front and Rear update on options – Andy looking at solar lights
 - 6.2 **Internal Door Locking additional Camera's patio –** Sally to coordinate not priority.
 - 6.3 **Benches –** To approve installation Fees cc'd in advance to issue to full Council for approval.
 - 6.4 **Grass/Weed Clearance Agreement –** Update on works and costs **APPROVED**
 - 6.5 **Members to consider power UPS Power back up unit –** Remove not required
 - 6.6 **MH Management Committee Updates/General: -**
 - 6.6.1 **Karen Gould Cleaner –** To review current schedule and fees. Karen fees increased but hours reduced. **APPROVED**

- 6.6.2 Pilates to remain providing they are self sustaining or repatriate to the Sports Pavilion.
- 6.6.3 Football Furngate Youth – Same agreement as Horsham 10 @ £35 per season after which games played will be @£25 paid retrospectively by the end of May.
- 6.6.4 Warm Spaces – Jane to coordinate at Mac Hall and then advise, Sally to produce flyer.

7 Allotments

- 7.1 **Handcross – Lesley**
- 7.2 **Warninglid – Louise Brown**
- 7.3 **Pease Pottage – Lesley to chase Woodgate Developer**

Lesley to update wait list. She is also looking at Allotment Assoc whats required etc. The Clerk and Lesley to then meet re-provide those that have been vacated or are not being cultivated.

8 General

- 8.1 **HSE Risk Assessments – Committee to implement Risk Assessment Programme**
 - 8.1.1 MacNaughton Hall – Committee
 - 8.1.2 Handcross – Committee
 - 8.1.3 Playgrounds – Lorette is looking a contractors for playgrounds
- 8.2 **Building Maintenance Plan/s Projects**
 - 8.2.1 Bench Brackets Handcross – Remove unlikely to be an issue RESOLVED
 - 8.2.2 Replacement tables and chairs – Complete RESOLVED

9 Finance Reporting – Income & Expenditure

- 9.1 Handcross Management Account
- 9.2 MacNaughton Hall Management Account
- 9.3 Increase Hire Fees in line with inflation/increase energy etc
 - Handcross Sports Pavilion, High Street, Handcross
 - Main Hall - £20.00 per hour
 - Regular users - £17.50 per hour
 - MacNaughton Hall and Sports, Old Brighton Road South, Pease Pottage
 - Main Hall - £25.00 per hour / Board Room & Kitchen £20.00 per hour
 - Regular users - £22.50 per hour

10 Other Recreational/Advisories/WIP/

- 10.1 Old Telephone Box/s – Jane to investigate
- 10.2 Planters Pease Pottage – Complete wild flowers have been planted

11 Bus Stops – New/Replacement Project

- 11.1 Cedars replacement – In progress
- 11.2 Nymans – Members to consider options to get quotes Little Thorpe
 - 11.2.1 Members to discuss the surrounding area enhancements project Nymans feedback. Sally to advise

12 Knapes Garden – Update

- 12.1 Committee to consider future management plan for the site
- 12.2 Eco Survey quotes – Members to consider ecological survey costs cc'd in advance
 - LLD7767 / Land West of Park Road, Handcross, West Sussex / 04th August 2022
 - Lizard Landscape Design and Ecology - Ecological Consultancy Services**
 - Land West of Park Road, Handcross, West Sussex**
 - Preliminary Ecological Appraisal Survey**
 - Work Stages 'Other Services' - Preliminary Ecological Appraisal Survey**
 - Ecology Site Survey and Walkover;

- Extended Phase 1 Habitat Survey;
 - Phase 1 Site Habitat Plan – Drawing Production;
 - Biodiversity / Ecological Recommendations and Enhancements.
 - Ecology Statement and Report;
- Ecological Appraisal - Lump Sum Fees and Expenses £ 920.00 (excluding VAT)**
- Protected Species Records**
- Sussex Bio-diversity Records Centre; Protected Species Records; 2022;
- Species Records – Budget Cost Fees and Expenses £ 250.00**
- Committee to recommend to Finance/Council

- 13 **EMAIL re Caution Transfer Slaugham Green – Julia to coordinate with Martin L**
- 14 **Matters for future discussion-**
- 15 **Date of Next Meeting**