

# SLAUGHAM PARISH COUNCIL

## RECREATION COMMITTEE

Tuesday 13<sup>th</sup> April 2021 at 7.00pm  
VIRTUAL

Email [clerk@slaughampc.co.uk](mailto:clerk@slaughampc.co.uk)  
Website: <http://www.slaughampc.co.uk>



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**Present:** Lesley Read, Nick Dale, Ken Boyle, Julia Elliott

**Others Present:** Carol Whiteford, Craig Dutton

- 1 **Apologies for absence:**
- 2 **To approve the minutes of the meeting held on the 18<sup>th</sup> February 2021-** Proposed Ken Second Nick
- 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 – **COVID 19 – This meeting will be held virtually in accordance Coronavirus Act 2020 Section 78 (1d).** *Members of the public are invited to attend the virtual meeting using Microsoft Teams. If you wish to attend, please email the [clerk@slaughampc.co.uk](mailto: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*  
  
Handcross Resident - 8.3 Handcross Picnic
- 5 **Co-option – To co-opt new members to Committee – Carol Whiteford – APPROVED**
  - 5.1 New member to sign Councils Code of Conduct - The Clerk to forward Code of Conduct and Declaration.
- 6 **Handcross**
  - 6.1 Football – Handcross – Pitch fees changing room – Ground Rent currently £60 GR Showers £8 This has been in place for many needs consider increase to £80 – Showers £18 per session
  - 6.2 Petanque – Handcross – Access to the toilets - £500 per year - £100 GR review every 2 years
  - 6.3 Preschool – Electricity Usage - Lesley to read 2019 – May 2021 90% of costs
  - 6.4 Windows – Toughened glass – Completed
  - 6.5 Benches – Recreation Ground – x3 walk around Alexandra Rose Ken to speak to Michelle Ryan Beverly Fraser
  - 6.6 Gate Overhead Barrier – MEC Security – KB Phil Green – Waiting on additional quotes
- 7 **Pease Pottage**
  - 7.1 Initial deep clean – Nick getting quotes PP/HX
  - 7.2 Additional lighting at rear automation – see item 9
- 8 **COVID19 / RAMS /BOOKING REQUIREMENTS**
  - 8.1 **Committee to consider current road map – government guidance**
  - 8.2 Risk Assessments – C19 requirements addendum for hire agreement May – Sept
    - 8.2.1 COVID 19 signage – RAMs required
      - 8.2.1.1 To include maximum room capacity social distancing rules

- 8.2.2 Cleaning Programme – Appendix to hiring form deep clean how regular to be considered.
  - 8.2.3 Hirer requirements /agreement alterations – plagiarise COVID Appendix to the agreement to be agreed
  - 8.3 Handcross Picnic – Larger event requirements – 28<sup>th</sup> August 12-4 The Clerk to forward documentation that will assist with planning the event.
- 9 **Other Recreational/Advisories/WIP/**
- 9.1 Car Park/s – Ken and Nick to visit site to review site –  
Canopy to be cleaned Nick to look at additional lighting solar etc
  - 9.2 Public Toilets Refurb Design Team update- Handcross scoping report a look at costs going forward £400plus VAT consider demolishing?
  - 9.3 Fencing Playground HX in progress
  - 9.4 Key Lockers / Holder Agreements / Open/Lock Procedures - WIP
  - 9.5 Maintenance Agreements – Electric / GAS Nick to look at Gas Engineer
  - 9.6 Maintenance Resource – WIP
- 10 **SPC Playgrounds**
- 10.1 **Review Inspection Report – Works recommended**
  - 10.2 Park Road - s106
  - 10.3 Handcross – Mike to remove staples
- 11 **Bookings /Treasury Resources**
- 11.1 Bookings
    - 11.1.1 System Approved
    - 11.1.2 Training / Management Reporting
    - 11.1.3 Website / Promotion
  - 11.2 Bookings / Finance
    - 11.2.1 Handcross
    - 11.2.2 Pease Pottage
- 12 **Allotments**
- 12.1 Audit, review,
    - 12.1.1 Clause violations agreement implementation
    - 12.1.2 Rent reminders
    - 12.1.3 Vacant Plots
    - 12.1.4 Wait List
  - 12.2 Number stakes – Brian Morely
  - 12.3 Association -
  - 12.4 Pease Pottage Allotments and potential meet with Thakeham?
  - 12.5 Warninglid trees correspondents to MSDC.
- 13 **Council Assets General:**
- 13.1 Parish Office/other areas access in emergency
  - 13.2 Boundary Matters Handcross FYI
- 14 St Dunstan’s Procurement – In progress awaiting HOT’s
- 15 **New Planters:**
- 16 **Matters for future discussion-**
- 17 **Date of Next Meeting**