

SLAUGHAM PARISH COUNCIL

RECREATION COMMITTEE MINUTES

Tuesday 13th June 2023
Handcross Sports Pavilion
Email clerk@sloughampc.co.uk
Website: <http://www.sloughampc.co.uk>



Present: Lesley, Julia , Jane

Others Present: Sally

- 1 **Apologies for absence: Lorette, Ken**
- 2 **To approve the minutes of the meeting held on the 16th March 2023 APPROVED**
- 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@sloughampc.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:
Handcross Management Committee Updates/General: -
 - 5.1 Notice Board Replacement – Lesley to investigate options
 - 5.2 CCTV Upgrade – Sally to meet with CCTV team for both sites and advise
- 6 **MacNaughton Hall**
Mac Hall Management Committee Updates/General: -
 - 6.1 Cleaning – Karen to clean as and when advised to include changing areas as per Lorettes note APPROVED
 - 6.2 External Lights Upgrade – Removed not required
 - 6.3 CCTV Upgrade – see 5.2
- 7 **Allotments**
 - 7.1 Handcross – To update committee on site and works required - Letters and invoices for 2022 and 23 in draft
 - 7.2 Warninglid – To update committee on site and works required – Sally meeting with Louise and Michelle
 - 7.3 Allotment Audit – Members to consider results of the recent audit and next steps
 - 7.4 Allotment Meeting – Members to consider a date for meeting with the Allotment holders possibly mid July 20th if not later in the year once invoices have been generated and letters to those contravening agreement.
- 8 **HSE Risk Assessments – Committee to report on Risk Assessment Programme**
 - 8.1 MacNaughton Hall – Jane & Lorette to advise
 - 8.2 Handcross -
 - 8.3 Playgrounds – **Fosters booked to inspect and repair Lorette**
- 9 **Finance Reporting – To update members on Income & Expenditure**
 - 9.1 Handcross Management Account – Income & Expenditure – APPROVED
 - 9.1.1 Committee to consider request for transfer from Council reserves to cover current expenditure.
 - 9.2 MacNaughton Hall Management Account - Income & Expenditure – APPROVED

- 9.2.1 Committee to consider transfer of excess funds to Council to cover reserves for energy costs.
 - 9.3 Additional financial obligations reporting – Income & Expenditure
Both sites are running at a loss due to the increase in energy fees.
Sally has met with the electrician and reduced the water heating for both sites. Handcross was on constant. This was a fault and could have been triggered by a power cut or a boost override in error. This has been corrected.
Sally to check is rate relief if being applied and/or fees returned during loss of water and power.
 - 9.4 Hire Agreement – Members to consider rates and include local fees for residents, Sally to investigate and propose approach.
- 10 **Bus Stops – New/Replacement Project**
- 10.1 Nymans – Members to consider options for Handcross Sally to obtain quotes.
- 11 **Village Enhancement Projects**
- 11.1 Nymans planned improvement by the new bus stop/blossom trees – Julia to contact Zara.
 - 11.2 Replacement Trees Handcross Recreation Ground - TBA
 - 11.3 Benches – To update members on the bench project – Complete reported at Council
- 12 **Other Projects**
- 12.1 Public Toilets Handcross – TBA
 - 12.2 Christmas Tree/s - TBA
- 13 **Knapes Garden – Update - TBA**
- 13.1 Committee to consider future management plan for the site
 - 13.2 Eco Survey quotes – Members to consider ecological survey recommendation and costs since preliminary survey
 - 13.3 New Footpath St Martin, Park Road, Knapes Garden
 - 13.4 Members to consider future budget/funding for the improvements at the site – Not progressed
 - 13.5 Members to consider communication strategy, future engagement ideas for the site – Not progressed
- 14 **Matters for future discussion-**
- 14.1 Discussion around additional help for bookings for both site, management. A suggestion was made for an employed assistant. The Clerk advised that this would incur significantly more resources than her time currently. This would require further time/management and funding for Council that is not in place presently. The Council do not have the resources nor have they discussed additional resources or a recruitment package for a voluntary role. Sally suggested that they continue this year and look at filling this within the Committee or locally before they look at recruitment as this would need to be budgeted.
 - 14.2 Lorette to follow up with Craig/Police teams in relation to Bench at Handcross and rough sleeper
 - 14.3
- 15 **Date of Next Meeting – July TBA**