

SLAUGHAM PARISH COUNCIL

RECREATION COMMITTEE

Monday 5th July 2021 at 7.30pm

VIRTUAL

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



Present: Lorette Holborn, Nick Dale, Lesley Read, Julia Elliott

Others Present:

- 1 **Apologies for absence:** Ken Boyle
- 2 **To approve the minutes of the meeting held on the 13th May 2021 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 – **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. 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**
 - 5.1 Football – Handcross – Pitch fees / changing room Sally to organise a meeting with Football in August to discuss ground rent and pitch fees
 - 5.2 Petanque – Handcross – Access to the toilets – Licence Issued to the Boules
 - 5.3 Preschool – Electricity Usage – August meeting to inspect building in accordance with the agreement handover and electricity agreement. Lisa asked Council to consider shelving and vacating end of July to allow them time to clear the building APPROVED
 - 5.4 Benches – Recreation Ground WIP Lesley to look at benches order 4 2xFF and 2xHX
 - 5.5 Top gate – Barrier Quotes – Comm reviewed two quotes awaiting third. This will be shared via email and recommendation made to Finance committee for approval.
 - 5.6 Deep Clean – Complete
 - 5.7 Trees TPO/ Nick to progress with Tree Officer MSDC - Boundary Survey Formalisation Works – Sally to contact Richard Maltby
 - 5.8 Crama restaurant – Lorette Holborn – Trinity have approached the Council with a view to acquiring the site by sale or lease to the PC – Sally has asked for more information such as indicative value for the site etc before approaching Council
 - 5.9 Public Toilets – The Committee have concerns around the overground structure and drainage works costs required to open the building in addition to the operational costs going forward Nick has provided costs to remove the site and will gather costs on survey/s required Sally to investigate funding and ongoing costs for comparison.
- 6 **Pease Pottage**
 - 6.1 Additional lighting at rear – Nick investigating options
 - 6.2 Canopy – Nick has shared 4 versions – At the last meeting Gary Marsh mentioned funding – Sally has chased awaiting response
 - 6.3 Maintenance Agreements – GAS Nick to look at operators
 - 6.4 Carpark – Masterplan awaiting an update from the district Lorette has asked for an update on this

- 7 **COVID19 / RAMS /BOOKING REQUIREMENTS**
 - 7.1 **Committee to consider current road map – government guidance**
 - 7.2 Risk Assessments – C19 requirements addendum for hire agreement
 - 7.2.1 COVID 19 signage – DONE
 - 7.2.1.1 To include maximum room capacity social distancing rules – DONE complete
 - 7.2.2 Cleaning Programme – Weekly contract hours Karen Gould
 - 7.2.3 Hirer requirements /agreement alterations – plagiarise COVID Appendix to the agreement – Done
 - 7.3 Handcross Picnic – Larger event requirements Lesley in touch with the group re access parking etc
 - 7.4 Risk Management General TBC
- 8 **Other Recreational/Advisories/WIP/**
 - 8.1 Track and Trace QR Codes DONE
- 9 **SPC Playgrounds**
 - 9.1 **Review Inspection Report – Works recommended**
 - 9.2 Park Road - Lease refurbishment - John Welch map of site to members with a view making recommendation to council to renew lease
 - 9.3 Handcross – Remove staples signage Lesley to coordinate, Sally to look at signage
- 10 **Bus Stops – Nick getting quotes for replacement shelters / 2/3 Handcross**
- 11 **Bookings /Treasury Resources – ON HOLD Bank Signatory change in progress**
 - 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 – MSDC for comment
 - 12.1.2 Rent reminders – DONE
 - 12.1.3 Vacant Plots – Allocated
 - 12.1.4 Wait List – Updated
 - 12.2 Number stakes – In progress
 - 12.3 AOB
- 13 **Council Assets General:**
 - 13.1 Boundary Matters Handcross – Planted trees on the Recreation Ground Lorette removing with owner of trees etc
- 14 St Dunstans Procurement – sale updates HOTs under review with members
- 15 **New Planters:** Lesley coordinating with Nymans and local contractor
- 16 **Matters for future discussion-**
Sally is meeting with contractors re AV equipment @PP and CCTV upgrades and installation at HX
- 17 **Date of Next Meeting** 29th July 2021