



A meeting of the **PARKS AND RECREATION COMMITTEE** of the **PARISH COUNCIL** was held at Crossbow House, School Road on Tuesday 28th June 2023 at 7.00 pm and was attended by the following:

Chairman: Cllr T Clark
 Parish Councillors: Cllr D Williams, L Williams and A Lankester
 Absent: Cllr M Bolton and Cllr M Hemmings
 Officers: Mrs K Jefferies Project Officer/Minute Taker
 Attendees: None

ITEM	MINUTE	VOTE / ACTION
PR06/23/1	ELECTION OF CHAIR	
	IT WAS RESOLVED to appoint Cllr T Clark for this meeting to the Chair	
PR06/23/2	ELECTION OF VICE CHAIR	
	IT WAS RESOLVED to appoint Cllr T Clark as Vice Chair for the ensuing year	
PR06/23/3	APOLOGIES FOR ABSENCE	
	Cllr Bolton work commitments and Cllr Hemmings	All in favour
PR06/23/4	MINUTES OF THE PREVIOUS MEETING (21st March 2023)	
	IT WAS RESOLVED that the minutes of the meeting of 21 st March 2023 be approved as a true and accurate record of the meeting and be signed accordingly.	All in favour
PR06/23/5	DECLARATIONS OF INTEREST and DISPENSATIONS	
	None received.	
PR06/23/6	COMMITTEE TERMS OF REFERENCE REVIEW	
	IT WAS RECOMMENDED: that the appointed councillors to this committee be seven and not eight	All in favour
PR06/23/7	OPEN MEETING	
	No one in attendance	
PR06/23/8	COVENTANTS AT THE PARK UPDATE	

	The Committee noted the last update from Stone King LLP	
PR06/23/9	CONFIRMATION OF WORKING GROUPS AFFILIATED TO THIS COMMITTEE	
<i>i</i>	Play Area Development Strategy IT WAS RESOLVED: that Cllr D Williams remain Chair of the working group and the Committee reaffirmed the Terms of Reference with no amendments	All in favour
<i>ii</i>	IT WAS RESOLVED: to note the working group notes of 25 th April with no amendments and to note the face to face discussions of 1 st June 2023	All in favour
<i>iii</i>	IT WAS RESOLVED: to approve the tender document for Ridings Road Play Area and place a deadline for submission of 17:00 hrs on Friday 18 th August 2023 and note that grant funding had been applied for.	All in favour
<i>iv</i>	Courts Development IT WAS RESOLVED: to reaffirm the Terms of Reference and check with Cllr Hemmings if he is willing to remain Chair of the group	All in favour
	IT WAS RESOLVED: to note the working group notes of 17 th May 2023 with no amendments and 14 th June 2023 with the deletion of one paragraph	All in favour
	IT WAS RESOLVED: to investigate a Muga for parishioner use on the existing footprint of the basket ball court and wheels track on the existing skate ramp area and approach neighbouring parishes who have these facilities about how they are managed	All in favour
PR06/23/10	FENCING AT THE PARK/SITING OF THE NEW NOTICEBOARD AT THE PARK	
	IT WAS RESOLVED: to accept the quotation from C & R Fencing Ltd in the amount of £3,679 to replace the existing wooden fence with twin steel mesh fencing and to site the noticeboard in front of the fencing facing the car park	All in favour
PR06/23/11	CORRESPONDENCES	
<i>i</i>	The Committee reviewed a list of maintenance repairs sent in by the Cricket Club and agreed that the Estates Officer add them to his maintenance schedule, prioritising those felt to be of a health and safety risk in conjunction with The Clerk	
<i>ii</i>	The Committee considered a complaint that had been received about the sprinklers being left on and IT WAS RESOLVED: To ask HGM Plumbing Ltd if it is possible and feasible to fit a timer to the irrigation tank and or have the tank on a separate meter for monitoring purposes. This information to be reported back to the Finance and Governance Committee for consideration	All in favour
PR06/23/12	PLAY AREA MONTHLY AND ANNUAL CHECKS AND OUTCOMES	
	The Committee were presented with the annual check in April by RoSPA and monthly checks for May and June conducted by Gordon Play inspections Ltd and all up to date repairs and remedial actions taken by the Estates Officer and were satisfied with the results and that there were no High Risks	All in favour
PR06/23/13	ESTATES OFFICER REPAIRS UPDATE	
	The Committee were presented with the Estates Officer's report which was noted. The Committee conveyed their thanks to the Estates Officer for the hard work he had put in since starting at the Council	

PR06/ 23/14	LAWN TENNIS ASSOCIATION UPDATE	
	The Committee noted the latest information ascertained and notes from the Project Officer's attendance at a recent meeting with the LTA and agreed to note the information as the subject was to be fully considered at the Council meeting on 29 th June.	
PR06/ 23/15	QUARTERLY NEWS REPORT	
	The Committee agreed that the report would be written by Cllr Clark following the Project Officer providing information for the article – deadline 15 th August 2023	
PR06/ 23/16	DATE OF NEXT MEETING	
	TBC	

The meeting closed at 20:40pm.

Chairman Date:

Chairman of the Meeting

Signature.....