

# **HEATHFIELD AND WALDRON PARISH COUNCIL**

## **MEETING OF RECREATION GROUNDS AND PROPERTIES COMMITTEE TUESDAY 28 APRIL 2009 AT 7.30 PM At Heathfield Community Centre**

**PRESENT:** Mr Bassingthwaight, Mr Chambers, Mr Davis, Mr Hart, Mrs Muddle, Mr Newnham, Mrs Plant (Chairman) and Mr Waterhouse.

The Clerk was in attendance.

1 member of the public was also present.

09/24 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Mrs Clark, Mrs Oakes, Dr Rayner, Mr Wood and Mr Woodhouse.

09/25 **DISCLOSURE OF INTERESTS**

Mrs Plant disclosed a personal interest in respect of Darch's Wood as her husband is a Member of Cross-In-Hand Amenities Society.

Mr Davis disclosed a prejudicial interest in respect of the quotation received for redecoration of Heathfield Community Centre from Michael Muddle, who carried out work for him.

The following disclosures had previously been made by Members.

Mr Newnham disclosed a personal interest as the Parish Council representative (paragraph 9(c) of the Code of Conduct) on Cross-In-Hand Village Hall. He also disclosed a prejudicial interest in matters relating to Darch's Wood as Chairman of the Cross-In-Hand Amenities Society (owners of the wood).

Mr Chambers disclosed interests under paragraph 7(1) in respect of Waldron Cricket Club and as the Parish Council's representative on Lucas Memorial Hall Shadow Management Committee and the Cattam Project.

Mr Davis disclosed a prejudicial interest in all matters relating to C and E Davis Limited (general works contractor) as the father of C I Davis, including Heathfield Jubilee Park. He also disclosed a personal interest in Punnetts Town Village Hall as the Parish Council's representative on the Village Hall Committee.

Mrs Plant disclosed a personal interest as the Parish Council's representative on the Hardy Roberts Playing Fields Association.

In addition to the above, all Members of the Parish Council had an interest in

respect of the sole trusteeship of Waldron Recreation Ground Charity.

Mr Hart disclosed a prejudicial interest in respect of Broad Oak Village Hall as Vice-Chairman of the Committee.

Mrs Oakes disclosed a personal interest in respect of Leeves Common play area as a resident of the estate but not in the direct vicinity of the play area.

09/26 **MINUTES**

**RESOLVED:** that the Minutes of the meeting held on 23 February 2009 having been previously circulated, be confirmed and signed by the Chairman as a correct record.

09/27 **MATTERS ARISING**

There were none.

09/28 **BUDGETARY CONTROL REPORT**

The budgetary control report as at 31 March 2009 was noted by the Committee.

A list of emergency works and works additional to the contract totalling £3048.36 as at 31 March 2009 was presented to the meeting and duly approved.

**Mr Davis left the room during consideration of the above matter.**

09/29 **REPORTS ON RECREATION GROUNDS**

09/29a **Lucas Hall, Waldron**

Mr Chambers reported that the operation of the hall appeared to be going well.

09/29b **Punnetts Town Recreation Ground and Village Hall**

Members noted a written report from Mrs Clark regarding a grant application in respect of the medical centre and noted that it was hoped that building works would commence in June.

09/29c **Tower Recreation Ground**

**Use of Tower Recreation Ground**

The Committee noted the contents of an email from Ms Green complaining that the recreation ground was used for football which made it difficult for use by dog walkers. Whilst noting these concerns, the Committee agreed that there was a shortage of sports pitches generally in the parish and that it was appropriate for the ground to be used for this purpose.

### Opening ceremony for new play area

It was agreed that this would take place on Thursday 7 May and that the Chairman of the Council would cut the ribbon and say a few words.

#### 09/29d **Cade Street Memorial Ground**

It was **RESOLVED** to approve the siting of an additional seat in the play area.

#### 09/29e **Broad Oak Recreation Ground**

The Committee noted that the Village Hall Committee and local groups were being consulted with regard to the new play equipment.

#### 09/29f **Hardy Roberts Playing Fields**

It was agreed that a separate meeting should be arranged with the Rugby Club to discuss various issues, including parking coaches on the field, storage of the scrummage machine and the gate to the field being left open.

#### 09/29g **Leeves Common Play Area**

Information was awaited from Unity Community Association regarding a meeting with the Parish Council's representative to discuss the play area.

#### 09/29h **Sheepsetting Lane Recreation Ground**

It was noted that there were holes in the area to the rear of the Community Centre and it was agreed that the Parish Council's Contractor be asked to fill these in.

#### 09/29i **Heathfield Community Centre**

##### Parking Signs

The Committee noted that the car park was being used by people not visiting the Centre. In view of the restricted space available, it was agreed to investigate the possible provision of signs indicating that parking was for users of the Centre only.

##### Refurbishment of kitchen

The Committee considered a report setting out the quotations received for this work. It was **RESOLVED** to approve the quotation received from The Tile Barn (kitchen units provided by Howdens), including full tiling at a cost of £11,014.

It was also **RESOLVED** that a new Burco 7.5 ltr hot water urn be provided at a cost of £422.19 plus fitting – the total cost not to exceed £500.00 inclusive of VAT.

##### Possible provision of new meeting room

The Chairman reported on the latest revised plans from ESCC which included an

office for the Children's Centre staff, which it appeared would be manned almost full-time. The effect of this was a considerable reduction in size for the proposed meeting room and it was agreed that further discussions should take place with ESCC with regard to these changes.

#### New flooring in the kitchen

The Committee considered quotations for the provision of new flooring and it was **RESOLVED** to approve the quotation received from Inspired Carpets in the sum of £1,529.50 inc. VAT for contract non-slip vinyl flooring.

#### Hiring fees as at 1 April 2010

The Committee considered the list of existing charges and it was agreed that no changes should be implemented at the present time, with the situation to be reviewed again in 6 months' time.

### 09/29j **Waldron Recreation Ground**

#### (a) Membership of Waldron Recreation Ground Management Sub-Committee

It was noted that the Parish Council should provide six members to sit on the Sub-Committee and there was currently one vacancy. It was **RESOLVED** to approve Mrs Muddle as the new representative.

**Mr Davis left the room following consideration of the above item.**

#### (b) Seat in the Play Area at Waldron

It was **RESOLVED** to approve the provision of an additional wooden seat in the play area.

#### (c) Cattam Pavilion drainage

Mr Hart reported that he had inspected the site with the Parish Council's contractor and calculated that the existing tank together with a 60m gravity fed pipe should be sufficient to accommodate the proposed showers. The situation would be monitored but it was hoped that the Cattam Pavilion Committee would be able to get the necessary signing-off certificate.

**Mr Davis returned to the room following consideration of the above.**

#### (d) Extension to car park

Mr Chambers reported that an extension of 3m would help alleviate the current parking problems. The Committee discussed the possibility of using grasscrete or similar surfacing and it was agreed that further investigation should take place, including planning considerations.

09/29k **Jubilee Park**

The Clerk reported that the Parish Council's Contractor had obtained some wildflower plants and following consideration, the Committee **RESOLVED** that planting should take place in the Jubilee Park at a cost not exceeding £500.

09/29l **Skatepark**

The Chairman reported that a further meeting would take place with WDC regarding the lease.

It was reported that the Council's Play Pathfinder grant application had been successful and an award of £30,000 had been made, subject to ratification. The Committee thanked Mr Woodhouse for all his hard work in preparing and submitting the bid.

With regard to the proposed youth shelter, further public consultation would take place as there had been very few responses so far.

09/30 **LAND AT PUNNETTS TOWN**

It was reported that work was continuing with regard to the first registration of the land.

09/31 **ALLOTMENTS**

The Committee noted that all 8 plots were currently let. It was **RESOLVED** to approve an increase in the rental fee from £8 per annum to £10 with effect from 1 April 2010.

09/32 **SEATS, LITTER BINS AND BUS SHELTERS**

Further quotations were being sought with regard to the replacement bus shelter in Heathfield High Street.

09/33 **DARCH'S WOOD**

Mr Bassingthwaite took the Chair and Mr Newnham reported that a site visit had taken place with regard to the tree overhanging Mrs Plant's property in Back Lane. The tree was pushing the telegraph wires and it was unclear whether the roots originated in Darch's Wood or the adjoining property.

It was anticipated that the cost of removal would be approximately £500 and it was **RESOLVED** that this cost be shared equally between the Parish Council and the houseowner.

**Mrs Plant left the room during discussion of the above matter.**

09/34 **GENERAL WORKS CONTRACT**

Mrs Plant re-took the Chair.

A report was circulated to Members regarding the re-letting of the Contract. Members noted that despite every effort, no response had been received to the Council's advertisement in the Courier asking for expressions of interest in the Contract. It was considered that the current economic climate may have affected this.

In view of the impending end of the existing contract term, the advice of the Internal Auditor was sought regarding the possible extension of the existing contract for a further year, which was an option included within the contract, subject to satisfactory performance.

The Auditor indicated that he would support this action and, following consideration, the Committee **RESOLVED** to approve the extension of the contract to C and E Davis Limited until the end of April 2010.

**Mr Davis left the room during consideration of the above matter.**

09/35 **MATTERS RAISED BY COUNCILLORS**

Carnival Float – Mrs Plant

The Chairman reported that the theme this year would be “allotments” and work was progressing. Mr Davis was kindly providing the vehicle and would investigate whether insurance cover would allow people to travel on the float itself.

09/36 **CRIME AND DISORDER ACT 1998 SECTION 17**

There were none.

09/37 **RISK MANAGEMENT**

The Committee had taken into account the management of risk with regard to the drainage to the Cattam Pavilion and the overhanging tree in Darch's Wood.

09/38 **DATE, TIME AND PLACE OF NEXT MEETING**

The next Committee meeting would take place on Tuesday 23 June 2009 at 7.30 pm, in the Ian Price Room, Heathfield Community Centre, Sheepsetting Lane, Heathfield.

The meeting closed at 9.14 p.m.

Signed:

Chairman

Dated: