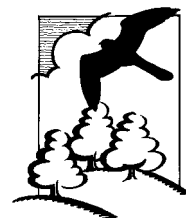


HAWKHURST PARISH COUNCIL

FACILITIES and SERVICES COMMITTEE



Minutes 25th November 2019

Present:

Cllr B Fitzpatrick, Cllr Whittle, Cllr Hunt, Cllr Cory and Cllr Appleby

1. **ADJOURNMENT FOR PUBLIC SPEAKING** - NA
2. **APOLOGIES FOR ABSENCE:** - Cllr Jones ill
3. **DECLARATION OF INTERESTS:** *To receive notice of personal interests, whether of a prejudicial nature or otherwise, in respect of items on this agenda, in accordance with the Council's Code of Conduct.* - NA
4. **MINUTES OF PREVIOUS MEETING** – proposed by Cllr Fitzpatrick and seconded by Cllr Whittle – agreed unanimously
5. **FAS ACTION PLAN** – attached
The Clerk verbally updated the group.
 - The hard wiring checks are being done this week
 - The swing at Heartenoak completed
 - Allotment letters going out
 - The KGV hand washers and driers need a new contractor - RG
 - Note that HPC / warden is **NOT** responsible for cutting overgrown hedges. Management of Hedges is the responsibility of the land owner, KCC can issue a request to cut hedges, if not can do the work and recharge landowner.

6. **MANAGEMENT OF MUGA**

The group discussed the management of the MUGA and agreed;

- The site should remain unlocked
- Free informal use - kick about, basketball, tennis etc.
- Free use for individual or small groups when not hired out to local clubs
- Set up for Tennis before, during and just after Wimbledon (say 6 weeks)
- Club hires with lights for football practice, parties etc (winter months)
- Peak times for hire would be Monday, Tuesday, Wednesday and Thursdays between 6 – 9pm – winter months
- That the warden could open up and close
- To approach local clubs / groups regarding use first before offering it to clubs / groups in the area
- Report back as part of action plan

7. RISK ASSESSMENTS

Cllr Whittle went the risk assessments for Copt Hall and KGV Sports Pavilion – the group made a number of points which have been added and will come back to the January 2020 FAS meeting.

Note the Clerk will use the same form for a Parish Office risk assessment and bring back to the January 2020 FAS meeting

The Cemetery risk assessment was discussed and the updated version will be brought back to the January 2020 FAS meeting.

Note all risk assessments will then go to the February 2020 Council meeting.

8. QUESTIONS AND COMMENTS FROM COUNCILLORS: -

- Cllr Whittle asked for the Copt Hall sign in Copt Hall avenue to be fixed – done
- Cllr Cory asked for extra time spent of leaves at bus stops – done and will do weekly until Christmas
- The Clerk raised a point that a Circus was seeking to use the Moor – end of April. The group agreed and need to clarify the issue of car parking and fee. – RG to action

9. CLOSURE: 9.15pm

Signed

Chairman.....