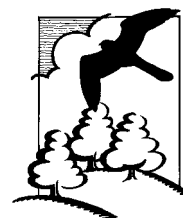


HAWKHURST PARISH COUNCIL

FACILITIES and SERVICES COMMITTEE



Zoom meeting

MONDAY 24th August 2020

MINUTES

Present: Cllr B Fitzpatrick, (Chairman) Cllr Hunt, Cllr Jones,

1. **ADJOURNMENT FOR PUBLIC SPEAKING** - NA
2. **APOLOGIES FOR ABSENCE:** Cllr Whittle and Cllr Cory – away and Cllr Appelbe – technical issues
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.*
4. **MINUTES OF PREVIOUS MEETING** – proposed by Cllr Fitzpatrick and seconded by Cllr Jones - agreed unanimously.
5. **USE OF FACILITIES UPDATE**
 - COVID 19 Risk Assessments had been circulated for comment
 - Cllr Jones asked about Track and Trace and the Clerk confirmed these were being taken and kept by groups – occasional checks by HPC staff
 - Usage in September 2020 – is looking positive – some groups cannot come back – singing for instance and harvest festival booking in Copt hall has been cancelled.
 - Many are restarting in September such as meetings and gentle exercise – such as Yoga, Pilates (the youth club have since confirmed they wish to return)
 - Cllr Hunt asked about fees as we have extra cleaning costs – it was discussed but agreed to retain at £25 and the Council absorb the cleaning costs – The Clerk to order dispensers for Copt hall, KGV and changing rooms.
 - The Clerk stated a revised budget was coming to the next Council meeting and would include this.
 - The MUGA is booking up quickly and we are checking the lights.
 - A typical weeks booking is set out below

Date			MUGA	Copt Hall	KGV Sports Hall
September	7	Mon		Evelyne Callens Pilates 9am – 1pm	Mobile Post office – 9:30 – 1pm
September	8	Tue	HFC - 7 - 9pm	Sarah McPherson – Yoga 9 – 12noon Weight Watchers – new club 5. – 7pm	Food for Families – 9 – 1pm

September	9	Wed	HJFC 7 – 9pm	1300-1530 Friendship Club 1900-2200 WI (Second Wednesday)	Henrietta Ballard – baby classes 9 – 1pm
September	10	Thu	HJFC 6 – 9pm	Suzi Jennings yoga 9:30am – 13:00	Mobile post office 9;30pm 1pm
September	11	Fri		Evelyne Callens Pilates 9am – 1pm Matt Hammond Taekwondo 6 – 8pm	Food for Families – 9 – 1pm
September	12	Sat	HJFC 9:30 – 10:30		

Obviously as we move forward we will work with the groups regarding risk assessment

6. USE OF THE MOOR UPDATE

- Fun Fair – some complaints beforehand as people not aware it was coming – ensure that neighbours have a leaflet drop before each event in future. However, it seemed very successful and popular.
- No damage to grass and PH to check bollard – note already lose but ok.
- Proposed Makers Fair 12th September 2020 HCT 2018 are seeking to run a “Local Craft Fair on the Moor” will not be using KGV.
- General support subject to weather conditions, Risk Assessment, event plan and insurance. – clerk to chase up
- Proposed Custom Car show – 22/23 May 2021 agreed in principle subject to weather conditions, Risk Assessment, event plan and insurance
- It was felt that in 2021 we should restrict use of the Moor for events to the following;
Custom Car show – May
Fun Fair – early June
Fete and Fun run (start and finish) – late June,
One other community summer event.

7. UPDATE ON ALLOTMENTS

- **Update on Warning Notices** – the clerk explained that in July we had visited the allotments and issued 7 notices to improve plots – we had done a follow up visit and 3 had improved significantly 4 required further warning notices and 1 need an improvement notice.
- This summer has been very fruitful on the allotments but some have been struggling due to shielding and health issues so we are being supportive and understanding but also trying to improve standards.
- With that in mind it was agreed to get a 6yd skip for Ockley and a 4yard skip for Hensil to help plot holders declutter their plots – aim for the end of September 2020 – Clerk to arrange @ £500.
- The plot with the problem Bees – the Bee holder has transferred the bee hive elsewhere way from the allotments
- **Revised letter / invoice** – to be sent late September / early October 2020. The revised allotment agreement which includes Bees and Poultry clauses was welcomed by the Committee.

- The invoices now include BACS details and this method of payment should be encouraged – adjust payment within 40 days.

8. UPDATE ON CEMETERY

- Trees and Hedge row update – agreed to visit site with Cllr Hunt to finalise quotes and bring back to next Council for agreement
- Respectful remembrance – during COVID 19 there appears to be an increase in “plastic” displays on graves at the Cemetery. We have had a number of complaints about some of the more “Gaudi displays” some of which include alcohol.
- The Committee appreciated that it was a delicate situation – what one person feels is respectful for their loved ones, others may find disrespectful.
- In addition, the exclusive rights to burial means that they, not the Council owns that plot
- The Cemetery regulations allow us to remove items we feel are unsuitable, but we do not want to be heavy handed. It was agreed
- Clerk to liaise with Chairman and draft a notice / letter.
- Give people due notice so they can remove / keep items
- But that the Council can remove inappropriate displays from the Cemetery
- Two inscriptions were approved

9. USE OF KGV PITCHES

- **HFC lease** – The Clerk explained that HFC lease the KGV for £900 per year. Last year due to initially very bad weather and then COVID 19 they could only fulfil 10 matches – this means they were not collecting match fees and therefore the funding to operate the club.
- The Committee discussed the following that in a typical year 30 match weekends, if only 10 were possible as a one off the Council offer a credit of 20 match weekends for the coming year. This means the fee this year would be £900 - £600 credit = £300 fee.
- The Committee noted that we have a grant to support the KGV due to such circumstances – recommend to Council to offer Hawkhurst Football Club a one off credit of £600
- **USE of MUGA** – as mentioned the usage during the summer has been excellent and we are block booking clubs for the winter.
- Agreed to propose an off peak (week days in school term before 6pm) fee of £5 per hour to block book a session.
- The footpath was welcomed but do not top up with tarmac. The lights are being maintained. However, the company that supplied the lights has quoted £2,000 for a key and counterbalance to lower them.
- Committee agreed to use a local electrician with a tower as a one off to maintain the lights this year but put in a bid for the counterbalance for next year.

10. FAS ACTION PLAN – updated plan attached

11. QUESTIONS AND COMMENTS FROM COUNCILLORS:

Can we clarify if the Bonfire is taking place this year – clerk to chase.
Cllr Fitzpatrick asked about post boxes in the village as they seem to be reducing in number;
Waitrose, Highgate Hill, Winchester Road, KGV The Moor (Monday and Thursday) The Moor, Gills Green, Conghurst Road.

12. CLOSURE:

Richard Griffiths, Parish Clerk