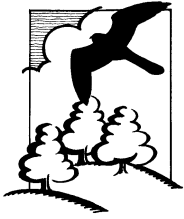


## HAWKHURST PARISH COUNCIL



### MINUTES OF THE FACILITIES and SERVICES COMMITTEE MEETING HELD ON 12<sup>TH</sup> JULY AT KGV Sports Pavilion and Zoom at 7.45pm

**MEMBERS PRESENT: Committee Members;** Cllr Cory (Chairman), Cllr Blake (Vice - Chairman)  
Cllr Hunt, Cllr Ridley, Cllr Paish and Parish Council Chairman (Cllr Escombe)

Members of the public; 1 (by zoom) OFFICERS PRESENT: Deputy Clerk and Clerk (by zoom)

1. **No Members of the public spoke**
2. **Apologies or reason for absence - none**
3. **Declarations of interest - none**
4. **It was resolved that the MINUTES OF LAST MEETING dated 24<sup>th</sup> May 2021 were approved vote 4 in favour 1 abstained.**
5. **No matters arising from the minutes of the last meeting**
6. **Matters for discussion**
  - a) Heartenoak Youth Facilities;  
Youth groups contacted, good ideas coming forward, summer holidays are soon so good time for further sessions, to gain their views on what facilities they would like at Heartenoak recreation ground. Cllr Ridley taking forward.
  - b) KGV & Sports Pavilion –
    - 1) Repainting of MUGA lines The Clerk has been chasing. It was **resolved** that Deputy Clerk should write stating that lines must be repainted by end of July
    - 2) Alternative types of path for the MUGA. It was **resolved** we should check if planning permission was required for the new path for the MUGA, as could affect the types of surfacing allowed. Once established Deputy Clerk arrange quotes for new surface.
    - 3) Sports Hall - boiler update. It was reported we need to get back replacing like for like following recent investigations. Existing one is beyond repair Cllr Paish taking forward.
  - c) Speeding – Cllr Cory reported she has been trying to contact the Speedwatch group.
  - d) Reopening of Copt Hall 19<sup>th</sup> July 2021;
    - 1) Cllr Paish reported that the Asbestos has been removed and air test done. Awaiting certificate for air test to be sent through.
    - 2) Electrical safety, hall is safe, minor works required to bring up to the standard where we were. Quotes for these works were £120 & £100.  
**It was resolved to get these works carried as soon as possible.**  
Ongoing a fire safety review, risk assessment and maintenance programme is required.

- e) Council use of Copt Hall and KGV. after a general discussion it was **resolved** that the Council would like to let out facilities much as possible however, we must to consider what facilities the Parish Council requires for meetings and its purpose to serve the public.

**It was resolved that The Copt Hall will be the venue for all Parish Council meetings from 19<sup>th</sup> July, this includes the Committee meetings. Unanimously agreed.**

The committee **resolved** to visit the facilities regularly in order make it easier at meetings to understand any issues. Starting this Friday afternoon at the Copt Hall.

- f) Review of Fees and Charges – It was reported allotments fees should be considered now as letters are required to be sent out in September.

**It was resolved to increase the allotment rent full plot fee by £2 and half plot by £1. Unanimously agreed.**

It was **resolved** that all fees and a pricing system for increasing them would be brought forward to the next meeting allowing the Deputy Clerk time to establish when the fees should be raised whether actual year end or financial year end.

- g) Hawkhurst in Bloom, Cllr Blake reported that the Judges they were impressed by the work completed at Jubilee Gardens/ Smugglers by a small team of people. The chairman of the Committee wished it to be noted that we send our thanks to Hawkhurst in Bloom Committee for all their hard work.

It was reported unfortunately the pirate had been set a light since. This has been reported as a crime. A Scarecrow has been erected in its place.

The judges also visited KGV & Cemetery to give ideas for the future projects. They were particularly impressed with the Woodland Cemetery and the adjoining wild field meadow. Both these areas should be included in their report which will be due in September.

**7. FAS Action Plan, completed items to be removed, outstanding summary as listed below;**

- 1) Tree survey this is to include KGV field – The Clerk to action
- 2) Bake house Street Light - The Clerk to action
- 3) Mobile speed cameras – The Chairman, ongoing
- 4) Letters to owners of graves with decorations that breach the regulations. The Clerk Deputy Clerk and Clerk to resolve.
- 5) Adjoining Cemetery field notice has not been given to local farmer who rents the field. An email sent by Cllr Hunt concerning layout of the new this field for future use had not been received by the office. He will forward again. It was **resolved** that this would need further thought and a sub group to look at natural burials. The Chairman and Cllr Bake agreed to visit a site in Battle to get further ideas.
- 6) Risk Assessment/maintenance schedule Copt Hall and Sports Hall to be reviewed
- 7) Ground maintenance Contract - Cllr Paish agreed look and report back.
- 8) Fete had gone well, but general feel it was better held on KGV
- 9) Legionella testing the Chairman to investigate
- 10) Remembrance parade – Cllr Blake to contact RBL for this year's arrangements

**8. QUESTIONS AND COMMENTS FROM COUNCILLORS**

- 1) Woodland cemetery some plaques to be renewed – Deputy Clerk to Action
- 2) Watering at Conondale sprinkler not working – The Clerk to speak to Contractor
- 3) Fowlers Cark park is the Parish Council taking this on? The clerk advised not at the moment. He has been chasing KCC about the mess
- 4) Jubilee trees. The free trees applied for were the pack called year round colour. 2 packs 1 for Hartenoak and one for the cemetery of 105 trees each to include hawthorn, dogwood, wild cherry, silver birch, Roman and hazel. The application has been sent but we don't know yet if we have been successful.
- 5) Food for families to become Trussell Trust, they are deciding on a venue.
- 6) Beacon light for Queens Jubilee next year it was resolved this is a good idea. The Clerk to fill out appropriate forms.

**9. Date of next meeting September 13<sup>th</sup> 2021**

**10. Confidential – the committee moved into closed session to discuss;**

- 10.1 Parish Office
- 10.2 Copt Hall – staff

**11. Closure - There being nothing further to discuss the meeting ended at 22.05**

Signed Chairman

Date