

HAWKHURST PARISH COUNCIL

Minutes of The Facilities and Services Committee Meeting Held on 13TH September at Copt Hall and Zoom at 7.45pm

Committee Members Present:

Cllr Cory (Chairman), Cllr Blake (Vice Chairman), Cllr Lloyd Owen, Cllr Ridley, Cllr Paish
Staff Present; The Clerk, Mr. R Griffiths and Deputy Clerk, Ms A Maxwell

1. No Members of the public spoke
2. Cllr Hunt sent apologies
3. No declaration of interests
4. Minutes of the last two meetings of 12th July and 26th August.
It was **resolved** to agree the minutes of 26th August.
5. Matters arising from the minutes 12th July, a query was raised as the complaint received about parking on The Moor at the fete had not been recording in the minutes as reported at the meeting of 12th July. Action Deputy Clerk to correct
6. **Matters for discussion**
 - a) Heartenoak Youth Facilities – It was reported a meeting had been arranged to speak to local families about what facilities they would like at the playing field. Funds allocated from the 106 monies for Heartenoak Playing field must be spent within next 5 years. Unfortunately, the handles of the adult gym had been stolen again.
 - b) KGV & Sports Pavilion – MUGA lines - Deputy Clerk is chasing contractor re do the faded lines and will do every two weeks hopefully to get a resolution. Alternative types of path still obtaining quotes. It was reported several contractors have been out to the site and given various options regarding the boiler. Once quotes are in may require an extra meeting to finalise.
 - c) Football pitches – overall review of planned works for football pitches. The Clerk explained the situation. The committee summarised the points it would like to be added in to the specification for the drainage report as follows; The whole site and all recreational activities need to be considered, not the football pitches in isolation and that the points below should be added:1. Understand the possible usage of the recreation ground by all residents and interest groups 2. Holistic approach to all facilities regarding the potential drainage and ground improvement works 3. To gather existing knowledge of the ground, its soil, surface, springs, water etc. 4. Understand what grants may be available for all activities Action - Deputy Clerk should email The Clerk with the points above for the report.
 - d) Copt Hall – it was reported that emergency lighting had been repaired. Other repairs required are fix the gutters, PAT testing possibility to train a member of staff to do this task. Central heating quotes are underway plus radiator covers would be required
 - e) Copt Hall – Defibrillator the idea was discussed.

- f) Office – report update, the roof has been repaired, light replaced, tidying up and decoration required, plus a dehumidifier to help dry out the walls.
- g) All facilities – It was **resolved** to action HSE standards form.
- h) Review of Fees and Charges – Allotments fees reviewed. It was **resolved** others fees to be bought back to a future meeting.
- i) Allotments – It was **resolved** that invoice letter should be sent saying a survey has recently been carried out by the council and the asbestos will be removed shortly. A new tenancy agreement would be issued next year so the current one is still valid.
- j) A memorial tablet for approval the design. It was felt the Deputy Clerk should clarify if it will have a picture and then be taken to next Council for a decision.
- k) Speeding – Cllr Cory still working on this.
- l) Committee Budget review summary of the current budget shared with members.
- m) Tender for the hanging baskets. The cost same as last year. Good comments received from judges regarding the Colonnade for Hawkhurst in Bloom re hanging baskets. It was **resolved** to accept the tender as present for another year. The payment from the traders for paying half towards the hanging baskets was suspended during the pandemic. It was **resolved** to request for payment towards the hanging baskets will commence for next year.
- n) Streetlight Bake House – The Clerk reported that the light order will take 10 to 12 weeks, planning will take 8 weeks so he suggested we order the light now ahead of the planning decision. It was **resolved** to order the light.

7. FAS action plan read out a lot of the actions were addressed as above.

8. No questions and comments for Councillors

9. Date of next meeting November 8th 2021

10. Meeting went into confidential closed session

10.1 Parish Office

10.2 KGV report

11. Meeting closed at 10.20pm

Signed Chairman Date

Agenda Notes for Members:

Item 3 on the Agenda, Declaration of Interests. If a Member has a prejudicial interest, this should be declared at the start of the meeting. Personal interests may be declared at this point or alternatively can be declared at the time when the specific item is being discussed, if a Member wishes to speak on an item in which s/he has a personal interest. Members in doubt about such a declaration are advised to contact the Monitoring Officer before the date of the meeting. This may also be used by Members to advise the Council of any relevant changes that may have occurred since they first completed the register of interests.