

## Minutes of the Meeting of the Amenities Committee held on 9<sup>th</sup> October 2023

**Present** Jane Hartley (Chair of Amenities), Isabelle Bray, Matt Walker, Pat Sutlieff, Rob Jones and Lee Cripps

**Apologies** Narinder Ryatt

**Absent**

**23/695 OPEN FORUM** – No residents present.

**23/696 To approve the Minutes of Amenities Meeting held on Monday 11<sup>th</sup> September 2023 at the Charvil Village Hall** – The minutes were approved by the committee and signed by Cllr Hartley as Chair of Amenities.

**23/697 DECLARATIONS OF INTEREST AND ANY WRITTEN REQUESTS FOR PECUNIARY INTERESTS IN ITEMS ON THE AGENDA TO BE CONSIDERED BY THE ASSISTANT CLERK** – None.

**23/698 Review the Usage Reports for the Facilities.**  
The numbers are as expected. The Assistant Clerk advised that the football league had been slow in issuing dates so the football numbers for future dates are slightly down at this stage but will increase as the dates are known. It was noted that all previous hirers of the building before the refurbishment have either returned or are scheduled to start again soon.

**23/699 Consider Park Inspection Weekly Reports**  
These have been received and nothing new to report.

### Other items for consideration

**23/700 To hear an update regarding the future maintenance plan/schedule.**  
Cllr Hartley summarised the working group have two objectives, one being the five year plan and the other the future maintenance schedule. The maintenance schedule is being drawn up and updated with what needs to be routinely done and when, so it can be budgeted for accordingly. The list will be updated and circulated, items such as the tennis court re-lining and provision of new nets, staining of the trellis, resurfacing of the car park and re-marking of the spaces, redecoration of the hall, the hand rails on the steps of the hall etc. The Assistant Clerk reported that a company is providing a quotation for the redecorating, hand rails and repointing of the steps in order to get an idea of numbers to use for budgeting purposes. The Committee asked the Assistant Clerk to obtain a ball park figure for the resurfacing and remarking of the car park at the village hall as well. Figures to be forwarded to the working group for inclusion in the maintenance schedule and/or five year plan as appropriate.

- 23/701 To note the donation of an oven for the village hall and the transfer of the existing one to the pavilion.**  
The Committee were informed that a local resident had donated an oven that was surplus to their requirements. This has been installed in the hall and the existing oven was moved to the pavilion for use there. The Committee were very grateful and asked the Assistant Clerk to send an official thank you to the resident.
- 23/702 To approve the quotation for a site risk assessment for Legionella monitoring.**  
The Assistant Clerk reported that other options had been sought but that none were the same service and had parts that would need to be covered by council staff and other companies to provide specific information. The Committee approved the quotation received preferring to have a comprehensive service leaving no room for error.
- 23/703 To approve the quotation for the repainting of the water pump on Park Lane.**  
The quotation was approved.
- 23/704 To approve the quotation for the installation of a replacement bin at East Park Farm by the Pavilion.**  
The Assistant Clerk advised that the new bin would be sited in the same area but not in front of the building as it is currently but closer to the fencing. The Committee approved the quotation.

The meeting closed at 8:25pm