

CHARLWOOD PARISH COUNCIL

Serving the communities of Charlwood, Hookwood and Norwood Hill

www.charlwoodparishcouncil.gov.uk

e-mail: clerk@charlwoodparishcouncil.gov.uk

NOTICE OF MEETING OF PARISH COUNCIL

Notice is hereby given that

Councillors and Members are summoned to a Meeting of the Charlwood Parish Council Services & Amenities Committee to be held on Wednesday 10th January 2024 at the Pavilion, Charlwood, at 4:30pm.

THE PUBLIC AND PRESS HAVE A RIGHT AND ARE CORDIALLY INVITED TO BE PRESENT AND AN OPPORTUNITY WILL BE GIVEN TO ASK QUESTIONS OR MAKE STATEMENTS

AGENDA

1. APOLOGIES

2. DECLARATION OF INTEREST – *All members present are required to declare, at this point in the meeting or as soon as possible thereafter: (i) any Disclosable Pecuniary Interests (DPI) and/or (ii) other interests arising under the Code of Conduct; in respect of any item(s) of business being considered at the meeting. Anyone with a DPI must, unless dispensation has been granted, withdraw from the meeting during consideration of the relevant item of business. If I doubt, advice should be sought from the Parish Clerk of Monitoring Officer prior to the meeting.*

3. MINUTES – There being no Full Parish Council meeting in December, the minutes from the meeting of the 13th November will be signed at the Full Parish Council meeting of the 15th January, therefore there are no minutes to sign. (LGA 1972 Sch,12 s41).

4. PUBLIC QUESTIONS

5. WITHEY

5.1 Lease - Update

5.2 Trees – Update including progress on obtaining quotes for tree works

5.3 Play Equipment in the Withey & the Charlwood Playground – consider and agree the number hours allowed for the inspection of the play equipment.

6. RECREATION GROUND

6.1 Outdoor Gym Equipment

6.2 Pavilion – the first toilet light is permanently on and will not go off when there is no one activating the sensor, other toilets lights working as normal. To consider and agree whether to ask Asst. Clerk to arrange for it to be fixed.

Copies of non-confidential meeting papers can be obtained by contacting the Parish Clerk via email at clerk@charlwoodparishcouncil.gov.uk and Approved Minutes of previous meetings are available for viewing on the website www.charlwoodparishcouncil.gov.uk or by contacting the Clerk.

- 6.3 Pavilion - To consider and agree whether to get a new sign to replace existing sign which gives the previous Clerk's address as a contact address for any problems.
- 6.4 Pavilion – To consider purchasing a new hand dryer for the outside toilet as per recommendations of the Handy Man.
- 6.5 Recreation ground path lights – update
- 6.6 Hedge – update
- 6.7 Trees – update including progress on obtaining quotes for tree works
- 6.8 Parking – update

7. GLEBE FIELD

- 7.1 Lease – consider and agree whether to recommend that the Parish Council renew the lease.
- 7.2 Asset of Community Value application – update

8. WICKENS ORCHARD

- 8.1 Maintenance – Update

9. GROUNDSMAN

- 9.1 Situation with current Groundsman update

10. MILLENIUM FIELD

- 10.1 Trees – update including progress on obtaining quotes for tree works

11. DATES OF FORTHCOMING MEETINGS OF THE COMMITTEE

- **Planning Committee Meeting** – Tuesday 9th January 2024, 7:30pm, The Pavilion Charlwood
- **Full Parish Council Meeting** – Monday 15th January 2024, 7:30pm, The Pavilion

Janette Coulthard
Clerk to the Council

Janette Coulthard

Issued 5th January 2024

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