

**CHARLWOOD PARISH COUNCIL
MINUTES OF THE SERVICES & AMENITIES COMMITTEE
HELD IN THE PAVILION ON
MONDAY 2nd February 2024 at 10:30am**

PRESENT

Cllr T Stacey – Chair

Councillors: L Scott, Angela Rawlinson W. Hill, Angela Tyson-Davies.

In attendance: H. Hill (Asst. Clerk)

29/24	1. APOLOGIES FOR ABSENCE	
	None.	
30/24	2. DECLARATIONS OF INTEREST	
	None	
31/24	3. MINUTES The minutes of the previous meeting of the Services & Amenities (S&A) Committee held on the 10 th January were signed at the full Parish Council meeting on the 15 th January, 2024, therefore there were no minutes to sign.	
32/24	4. PUBLIC QUESTIONS	
	4.1 A resident who was present at the meeting advised he was not aware of application to MVDC for car park. As an immediate neighbour he should have received notification. The resident advised he would write to MVDC to complain.	
33/24	5. THE WITHEY	
	5.1 Hedge cutting – consider and agree schedule of works for the Contractor – this item was deferred to the next meeting, 5.3 Trees – Update including progress on obtaining quotes for tree works. – Still waiting for third quote. IT WAS AGREED that Cllrs Scott and Stacey would draw specification together on management of Trees in The Withey.	LS/TS
34/24	6. RECREATION GROUND	
	6.1 Outdoor Gym Equipment – to note the maintenance visit is booked for the 27 th February – NOTED . 6.2 Pavilion – to review and agree the hire fees for the Pavilion and the recreation ground. The Committee reviewed the fees and the recommendations from the Finance Working Group. IT WAS AGREED to simplify the fee structure and allow local/community groups to have a concessionary rate of £10 to cover expenses. IT WAS ALSO AGREED that the Asst. Clerk would ask the Cricket Team if they can start Saturday games earlier to increase the Pavilion's availability for Saturday evening hires. 6.3 To note that the Parish Hall are holding a fund raiser for Christian Aid in the Pavilion on the 16 th March. NOTED 6.4 Football Pitch – A request was received by the Clerk from the football	HH

	<p>team asking if the pitch could be rolled and verti-drained. IT WAS AGREED that the Clerk would contact the contractor who did this last year to obtain advise on the verti-draining and obtain a quote for both the rolling and verti-draining.</p> <p>6.5 Hedge - Cllr Stacey to meet the Groundsman and will discuss hedging and obtain his opinion. IT WAS AGREED that a request for volunteers from the community to help remove the ivy from the hedge.</p> <p>6.6 Trees – A resident had written to the Clerk asking when something would be done about the trees overhanging his property from the Recreation Ground. IT WAS AGREED that the Clerk would acknowledge the resident’s email and that Cllr Stacey would advise the Tree Surgeon.</p> <p>6.7 Parking – To note the refusal of planning permission for the Car Park and agree next steps for recommendation the full Parish Council. NOTED. IT WAS AGREED that a request for public opinion on the car park and planning refusal and whether the Parish Council should appeal the decision, would be included in the Newsletter.</p>	<p>JC</p> <p>TS</p> <p>LS</p> <p>JC/TS</p> <p>LS</p>
35/24	<p>7. GLEBE FIELD</p> <p>7.1 Lease update – Currently waiting to hear from the Diocese after the Clerk requested a meeting to discuss the lease.</p> <p>7.2 Asset of Community Value application update – the Clerk had confirmed that the AVC application had been submitted and acknowledged by MVDC planning. The application, at the time of the meeting, was being vetted by MVDC’s legal team. Cllr Stacey mentioned that he was awaiting a quote for the work needed to stabilise the Hovel to give to the Diocese.</p>	
36/24	<p>8. WICKENS ORCHARD</p> <p>8.1 Maintenance Update – the Asst. Clerk advised that the Clerk was meeting the representative from Clarion Housing on the 12th February to discuss the remainder of the hedge that needed cutting and an issue with a broken street light at Sewill Close. The Asst. Clerk reported that the work to fix the gate was still outstanding. IT WAS AGREED that the Asst. Clerk would contact Clarion to chase.</p>	HH
37/24	<p>9. THE CAGE</p> <p>9.1 Cllrs visited the Cage prior to the meeting to inspect reported water damage to some of the brick work and a broken gutter. IT WAS AGREED that a quote was needed for repair of the damage and at Cllr Stacey’s suggestion, the Clerk would post on Facebook to see if anyone locally wanted to quote.</p> <p>10. GROUNDSMAN</p> <p>10.1 Groundsman – the Clerk had still not managed to get a date from the Groundsman for a formal meeting. Cllr Stacey advised he would discuss relevant issues with the Groundsman in an informal chat later today.</p>	<p>JC</p> <p>TS</p>
38/24	<p>11. MILLENIUM FIELD</p> <p>Nothing to report</p>	
	<p>12. S&SEiB</p> <p>IT WAS AGREED that the Parish Council would encourage Parishioners</p>	

	to plant their gardens and outside if possible and that the competition entry would be publicised in the Newsletter. Cllr Rawlinson agreed to provide mulch out side the Parish Hall for residents to plant floral displays.	LS
39/24	<p>13. ANY OTHER BUSINESS</p> <p>13.1 Cllrs asked for more information to be put on the Parish Noticeboards for those without access. IT WAS AGREED that the Clerk and Asst. Clerk would put more information on the Noticeboards (within reason given the space available).</p>	HH/JC
	<p>13.2 IT WAS AGREED that Cllrs would discuss and agree the format of future meetings with a view to making them more welcoming to residents.</p>	All S&A
40/24	<p>14. DATES OF FORTHCOMING MEETINGS OF THE COMMITTEE</p> <ul style="list-style-type: none"> Services & Amenities Committee Monday 11th March 2024, 9:30am the Pavilion 	

There being no other business the Chair closed the meeting at 11:30am

Signed as a true record of the meeting, and approved at the Full Parish Council Meeting on the 19th February 2024.

Signed.....

Chair of the Services & Amenities Committee