

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 Monday 16th October 2023 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 or Monitoring Officer prior to the meeting.*

3. MINUTES - The minutes from the meeting of the 18th September will be signed at the Full Parish Council meeting of the 16th October, therefore there are no minutes to sign. (LGA 1972 Sch,12 s41).

4. PUBLIC QUESTIONS

5. WITHEY

5.1 Lease for Millenium Field – Update and next steps

5.2 Trees – To consider the next steps after the report received for the Millenium Field and to consider conducting Tree Surveys for other areas that the Parish Council are responsible for.

5.3 Replacement/Repair of play equipment - Update and next steps

6. RECREATION GROUND

6.1 Recreation ground path lights – update

6.2 Lights at the Pavilion – timer requires resetting as lights come on automatically at 5pm.

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 To consider replacing the lock on the gate to the recreation ground with something easier to use, hirers are having trouble locking and unlocking.
- 6.4 Update on the need to strengthen hedge between the recreation ground and a neighbour's garden to allow new hedge plants to thrive and prevent unwanted entry by dogs.
- 6.5 To consider the next steps to help improve the Recreation ground.

7. GLEBE FIELD

- 7.1 Roof repairs update

8. WICKENS ORCHARD

- 8.1 Maintenance – Update

9. GROUNDSMAN

- 9.1 Situation with current Groundsman update
- 9.2 Groundsman job role update

10. MILLENIUM FIELD

- 10.1 To consider next steps following the report on the Trees and work required.
- 10.2 To consider repair to fence support for the fence at the playground as it is loose and if leant against the whole fence may come down.

11. DATES OF FORTHCOMING MEETINGS OF THE COMMITTEE

20th November 2023 – 4:30pm, in the Pavilion

Janette Coulthard
Clerk to the Council

Janette Coulthard

Issued 11th October 2023

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