

# CHARLWOOD PARISH COUNCIL

Serving the communities of Charlwood, Hookwood and Norwood Hill

[www.charlwoodparishcouncil.gov.uk](http://www.charlwoodparishcouncil.gov.uk)

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## 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 Tuesday 11<sup>th</sup> June 2024 at the Pavilion, Charlwood, at 6:30pm**

**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** – The minutes from the meeting of the 7<sup>th</sup> May 2024 were signed at the Full Parish Council meeting of the 20<sup>th</sup> May 2024, therefore there are no minutes to sign. (LGA 1972 Sch,12 s41).

### 4. PUBLIC QUESTIONS

### 5. WITHEY

5.1 Playground – progress update for fixes to the climbing frame and issues identified in playground inspection report.

5.2 Cycle Racks – progress update on siting of racks at Hookwood Memorial Hall/The Withey

5.3 Trees

### 6. RECREATION GROUND

#### 6.1 Pavilion

6.1.1 Football Boot scrapers – to review and approve the quote to install the new boot scraper. £165.

6.1.2 To consider and approve the quote to service/replace flushing mechanisms in the changing room toilets and make future access easier. £48 (replacement parts not included)

6.1.3 Pathway Lights in the trees – update on switching back on.

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

- 6.2 **Football Pitch** – update on annual pitch maintenance (Clerk)
- 6.3 **Cricket Pitch** - To consider and decide on the Cricket Club's request to put a small fence up during the cricket season in front of the Tain Cottage fence about lower shin height to prevent balls running through during matches
- 6.3 **Car Park** – update
- 6.4 **Trees**

## **7 GLEBE FIELD**

- 7.1 Lease – update if available (Clerk).
- 7.2 Hovel emergency works – update

## **8 WICKENS ORCHARD**

- 8.1 Maintenance – Update (Cllr Scott)

## **9 THE CAGE**

- 9.1 Update on repairs

## **10 GROUNDSMAN**

## **11 MILLENIUM FIELD**

- 11.1 To review and approve the quote for cutting grass every 4 weeks at the two play areas in the Millenium Field. £96.00 exc. VAT.
- 11.2 MVDC Playground Inspection Report – progress on actions to address issues identified in Inspection report.
- 11.3 Trees – update

## **12 S&SEiB**

- 12.1 Update (Cllr Bloom)
- 12.2 Update on whether we can enter Hookwood in the competition (Clerk)

## **13 ANY OTHER BUSINESS**

- 13.1 To consider and agree whether the S&A Committee should be a working group rather than a Committee (Cllr Stacey)
- 13.2 Footpaths (ATD)
- 13.3 Defibrillators (Asst. Clerk)

## **13 DATES OF FORTHCOMING MEETINGS AND MEETINGS OF THE COMMITTEE**

- **Full Parish Council Meeting** – Monday 17<sup>th</sup> June 2024, 7:30pm, The Pavilion, Charlwood
- **Planning Committee Meeting** – Tuesday 2<sup>nd</sup> July 2024, 7:30pm, The Pavilion Charlwood
- **Services & Amenities Committee Meeting** – Tuesday 2<sup>nd</sup> July, 6:30pm, The Pavilion, Charlwood

**Janette Coulthard**  
**Clerk to the Council**

*Janette Coulthard*

**Issued 5<sup>th</sup> June 2024**

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