

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 13th November 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 16th October 2023 will be signed at the Full Parish Council meeting of the 20th November 2023, therefore there are no minutes to sign. (LGA 1972 Sch,12 s41).

4. PUBLIC QUESTIONS

5. WITHEY

5.1 Lease for Millenium Field – Update

5.2 Trees – Update

5.3 Play Equipment

6. RECREATION GROUND

6.1 Outdoor Gym Equipment – update on finding a contractor and consider and decide what to do about monthly checks to ensure warranty with installer is maintained.

6.2 Recreation ground path lights – update

6.3 Lights at the Pavilion – agree a date to change the timer

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.

- 6.4 To confirm if we need to order a new gate for the recreation ground after the damage done on the 27th October.
- 6.5 Hedge – update
- 6.6 To consider the next steps to help improve the Recreation ground.
- 6.7 To consider if the S&A Committee wish to recommend that the Parish Council give a donation to the resident who jet washed the Recreation Ground path to acknowledge his work for the community.

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 Repair to fence support for the fence at the playground - update

11. DATES OF FORTHCOMING MEETINGS OF THE COMMITTEE

- **Full Parish Council Meeting** – Monday 20th November 2023 – 8:00pm, Hookwood Memorial Hall
- **Services & Amenities Committee Meeting** – Monday 11th December 2023 4:30pm, The Pavilion
- **Planning Committee Meeting** – Monday 11th December 2023, 8:00pm, The Pavilion Charlwood

Janette Coulthard
Clerk to the Council

Janette Coulthard

Issued 7th November 2023

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