

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 Tuesday 6th August 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 1st July 2024 to be signed as a true and accurate record of the meeting. (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** – update from meeting with SCC Trees Team

6. RECREATION GROUND

6.1 Pavilion

6.1.1 **Storage** – to discuss and consider what to do regarding storage of items in the storage Units at the Pavilion including the Groundsman's store.

6.1.2 **Locks** – to consider and agree whether to proceed with the quote to replace the locks at the Pavilion to improve security and avoid claims being rejected by insurance company. £576 for 8 x Mul T Lock restricted key lock cylinders all master keyed.

6.1.3 **Hot Water** – to consider and agree what action needs to be taken to speed up the flow of hot water to all areas of the Pavilion

6.1.4 **Legionella Testing**

6.1.5 **Fire Alarm Testing**

6.1.6 **Solar Panels** – to consider and agree whether to wash the Solar Panels, quote obtained £40 per clean.

6.2 Football Pitch

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.

- 6.2.1 Update on work to fix the dip in the middle of the pitch (Cllr Stacey)
- 6.2.2 To consider the request from Dorking Wanderers FC for availability of pitches.
- 6.2.3 To consider what to do about the overlap of the Cricket & Football season and clashes of matches during the August/September overlap.
- 6.3 **Hedge on boundary with Tain Cottage** – to consider and agree to appoint a contractor to take over hedge maintenance responsibilities from Cllr Hill.
- 6.4 **Car Park** – update
- 6.5 **Trees**

7 GLEBE FIELD

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

8 WICKENS ORCHARD

- 8.1 **Maintenance** – Update (Cllr Scott)

9 THE CAGE

- 9.1 **Repairs** - Update on repairs
- 9.2 **Opening of the Cage for weekend of 14/15 September** – agree rota and times for who will be there.

10 GROUNDSMAN

11 MILLENIUM FIELD

- 11.1 **Hedge boundary with Tifters Drive** - To discuss and consider ideas for improvement of hedge bordering Tifters Drive.
- 11.2 **MVDC Playground Inspection Report** – update on quotes from
- 11.3 **Trees** – update after SCC Trees Team visit.

12 S&SEiB

- 12.1 Update (Cllr Bloom/Tyson-Davies)

13 FOOTPATHS (Cllr Tyson-Davies)

14 ANY OTHER BUSINESS

- 14.1 **Defibrillators** – obtaining batteries & pads (Cllr Bloom)

13 DATES OF FORTHCOMING MEETINGS AND MEETINGS OF THE COMMITTEE

- **Planning Committee Meeting** – Tuesday 3rd September, 7:30pm, The Pavilion Charlwood
- **Services & Amenities Committee Meeting** – Tuesday 10th September, 6:30pm, The Pavilion, Charlwood
- **Full Parish Council Meeting** – Monday 16th September 2024, 7:30pm, (Time & Venue TBC)

Janette Coulthard
Clerk to the Council

Janette Coulthard

Issued 31st July 2024

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