

# 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 Wednesday 6<sup>th</sup> November 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 1<sup>st</sup> October 6<sup>th</sup> August 2024 to be signed as a true and accurate record of the meeting at the full Parish Council meeting of the 18<sup>th</sup> November 2024 therefore there are no minutes to sign. (LGA 1972 Sch,12 s41).

### 4. PUBLIC QUESTIONS

### 5. THE CAGE

5.1 **Repairs** - Update on repairs to the door

### 6. FOOTPATHS (Cllr Tyson-Davies)

### 7. GLEBE FIELD

7.1 **Lease** – update if available (Cllr Stacey).

7.2 **Hovel** – update on collecting payments for the Charlwood Society and the Diocese share of costs.

### 8. GROUNDSMAN

### 9. MILLENIUM FIELD

9.1 **Hedges** – update

9.2 **Trees** – update

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.

## **10. RECREATION GROUND & PAVILION**

### **10.1 Pavilion**

10.1.1 **Defibrillators** – update.

10.1.2 **Pathway Lights** – update.

10.1.3 **Storage** – - to consider and agree whether to investigate the cost of a new UPS for the doors to the storage units at the back of the Pavilion

10.1.4 **10.1.4 Hot Water** – update

10.1.5 **Benches** – to consider whether to investigate the cost of installing grasscrete or an alternative in front of the two benches outside the Pavilion (Asst. Clerk)

10.1.6 **Fire Alarm & Intruder Alarm** – to consider whether to attempt to get quotes for the maintenance contracts from other suppliers when due for renewal next year.

10.1.7 **Parking Barriers** – to consider and agree which option is preferable for new barriers to replace the existing parking barriers of new barriers and to consider and agree how to manage the current barriers until a new solution is in place.

**10.2 Football Pitch** – sockets for new goals, measurements required by the Clerk

**10.3 Car Park** – update

**10.4 Trees** – update

## **11 S&SEiB**

## **12 THE WITHEY**

### **12.1 Playground**

12.1.2 Repairs Update

**12.2 Cycle Racks** – to reconsider and agree the location for the cycle racks at Hookwood Memorial Hall/The Withey

**12.3 Trees**

## **13 ANY OTHER BUSINESS**

**13.1** To consider and agree whether to create a spreadsheet to capture all actions from the S&A meetings to avoid actions being forgotten and if agreed, to decide who should create and maintain the spreadsheet.

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

- **Full Parish Council Meeting** – Monday 18<sup>th</sup> November, 7:30pm, The Pavilion, Charlwood
- **Planning Committee Meeting** – Tuesday 3<sup>rd</sup> December, 7:30pm, The Pavilion, Charlwood
- **Services & Amenities Committee Meeting** – Wednesday 4<sup>th</sup> December, 6:30pm, The Pavilion, Charlwood.

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

*Janette Coulthard*

**Issued 1<sup>st</sup> November 2024**