

# 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 1st October 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 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 16<sup>th</sup> September 2024 therefore there are no minutes to sign. (LGA 1972 Sch,12 s41).

### 4. PUBLIC QUESTIONS

### 5. THE WITHEY

#### 5.1 Playground

5.1.1 Repairs Update

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

5.3 **Trees** – update

### 6. RECREATION GROUND

#### 6.1 Pavilion

6.1.1 **Defibrillators** – to consider whether to agree to go ahead with the quotes for new batteries and pads obtained by the Asst. Clerk or to continue to wait for quotes from Cllr Bloom.

6.1.2 **Pathway Lights** – to consider and agree whether to approve one of the two quotes for repair of the lights in the trees received by Cllr Stacey or request a third quote.

6.1.3 **Storage** – update

6.1.4 **Hot Water** – update

6.1.5 **Fire Alarm Testing** – update

6.1.6 **Basket Ball Court** – update

#### 6.2 Football Pitch

6.3 **Car Park** – update

6.4 **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.

## **7 GLEBE FIELD**

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

7.2 **Hovel emergency works** – to consider and agree whether to give the go ahead for the works now that the Contractors Public Liability cover is reduced to £2.5m and the recommendation to change support beams to timber from steel.

## **8 THE CAGE**

8.1 **Repairs** - Update on repairs

## **9 GROUNDSMAN**

9.1 **Timesheets for Groundsman** – update (Clerk)

## **10 MILLENIUM FIELD**

10.1 **Hedges** – next steps

10.2 **Trees** – update

## **11 S&SEiB**

11.1 Update (Cllr Bloom)

## **12 FOOTPATHS (Cllr Tyson-Davies)**

## **13 ANY OTHER BUSINESS**

13.1 **Timing of S&A Meetings** – to consider and agree day/timing of meeting to avoid delays to the start of the Planning Committee meeting.

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

- **Planning Committee Meeting** – Tuesday 1<sup>st</sup> October 2024, 7:30pm, The Pavilion, Charlwood
- **Full Parish Council Meeting** – Monday 21<sup>st</sup> October 2024, 7:30pm, The Pavilion, Charlwood Hookwood
- **Services & Amenities Committee Meeting** – Tuesday 5<sup>th</sup> October 2024, 7:30pm, The Pavilion, Charlwood.

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

*Janette Coulthard*

**Issued 26<sup>th</sup> September 2024**