



HORNDEAN PARISH COUNCIL

MINUTES OF THE GROUNDS COMMITTEE MEETING HELD AT JUBILEE HALL ON MONDAY 19 MARCH 2018 AT 6:30 P.M.

PRESENT: Councillor Mrs E Tickell (Chairman), D Alexander, Mrs D Denston, Mrs L Evans, N Wren (Vice Chairman)

IN ATTENDANCE: Carla Baverstock-Jones, Chief Officer, Sarah Guy, Office Manager (Minute Taker) and Matthew Madill, Grounds Manager.

PUBLIC ATTENDANCE: There were 3 members of the public in attendance.

G 039/17/18 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence was received from Councillor M Burridge. No apologies were received from Councillors Mrs Z I Pearson and R Sowden.

G 040/17/18 TO RECEIVE ANY DECLARATIONS OF INTEREST

There were no declarations of interest received.

G 041/17/18 TO RECEIVE AND APPROVE THE MINUTES OF THE GROUNDS COMMITTEE MEETING HELD ON MONDAY 29 JANUARY 2018

It was **RESOLVED** that the minutes of the Grounds Committee Meeting held on 29th January 2018 be duly signed as a true record of the meeting.

G 042/17/18 TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC

The meeting was duly opened to members of the public.

G 043/17/18 TO DISCUSS AND CONSIDER OPTIONS IN RESPECT OF THE WEATHERPROOFING OF JUBILEE FIELD PLAY AREA

The Chairman informed the Committee that she had received many complaints from residents about the levels of excessive mud at the location of the large play area at Jubilee Field. She suggested that the Committee discuss some weatherproofing options with a view to making a recommendation.

A discussion took place and suggestions were put forward.

It was **RESOLVED** that

- The Countryside Team hire an aeration machine when the ground dries out to aerate the area and lay some grass seed if necessary.
- The results from the aeration be discussed at the next Grounds Committee meeting on Monday 2nd July 2018.

G 044/17/18 TO RECEIVE AN UPDATE FROM CLLR WREN IN RESPECT OF THE REPAIRS TO THE GYM EQUIPMENT AT JUBILEE FIELD AND DEEP DELL PLAY AREA

Cllr Wren informed Members that on inspection of the treadmill at Jubilee Field, one of the rollers appeared to be difficult to rotate. He said he thought it was likely just a bit of dirt caught; as the roller eventually loosened and the treadmill now appeared to be working as it should.

Cllr Wren said that he had organised for a local engineer to attend Deep Dell, whereby the engineer was able to repair the faulty leg press by replacing and installing new steel bearings. He said that should the issue arise again, it would be an easy fix. He informed Members that the cost for the engineer to attend site and undertake the repairs was £175.

G 045/17/18 TO RECEIVE AND CONSIDER THE REVISED HAND ARM VIBRATION POLICY AND PROCEDURE

The revised Hand Arm Vibration Policy and Procedure was circulated and presented to Members by Cllr Mrs L Evans. She said she had separated the procedure and highlighted the parts she was uncertain of.

A discussion took place and it was **RESOLVED** that the Procedure be amended by Cllr Mrs L Evans as follows and brought back to Council for approval.

- The apostrophe be removed from the policy title to read as 'HAVS'.
- Section 1 under 'Policy' heading – Amend first sentence to read as 'Horndean Parish Council has'
- Page 3, section 4 - Points 8 and 9 to be moved to Manager's Responsibilities in Procedure.
- Page 3, section 5 - remove the wording 'assistance will be sought from the SEPS to assist with risk assessment and reduction of vibration exposure'.
- Page 4, section 5 - Remove para highlighted blue under 'purchasing equipment'
- Page 4, section 5 - Move para highlighted grey to the 1st para under the heading 'Purchasing Equipment'
- Page 4, section 5 - Move para under the heading 'Work Practices' to the Procedure.
- Page 5, section 6- Remove in its entirety.
- Page 6 - Amend point 5 under Procedure to show what action will be taken.

The meeting closed at 7:05PM



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Chairman

2.7.18.

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Dated