



# Horndean Parish Council

## NOTICE OF MEETING

**A MEETING OF THE GROUNDS COMMITTEE WILL BE HELD ON MONDAY 19 March 2018 AT 6.30pm in JUBILEE HALL.**

Members of the Committee Cllr Mrs E Tickell (Chairman), Cllr N Wren (Vice Chairman), Cllr M Burrige, Cllr Mrs D Denston, Cllr D Alexander, Cllr R Sowden, Cllr Mrs L Evans, Cllr Mrs Z Pearson are summoned to attend.

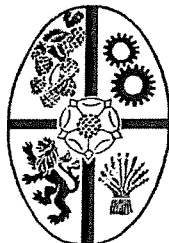
13 March 2018

A handwritten signature in black ink, appearing to read 'Carla Baverstock-Jones'.

Carla Baverstock-Jones  
Chief Officer

### AGENDA

1. To receive apologies for absence.
2. Declaration of interest: Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.
3. To receive and approve the Minutes of the Grounds Committee meeting held on Monday 29 January, 2018.
4. To open the meeting to members of the public to enable them to address questions to Parish Councillors. *The period of time which is designated for public participation shall not exceed 20 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. A question asked by a member of public during public participation session at a meeting shall not require a response or debate.*
5. To discuss and consider options in respect of the weatherproofing of Jubilee Field play area.
6. To receive an update from Cllr Wren in respect of the repairs to the gym equipment at Jubilee Field and Deep Dell play area.
7. To receive and consider the revised Hand Arm Vibration Policy and Procedure.



# HORNDEAN PARISH COUNCIL

## MINUTES OF THE GROUNDS COMMITTEE MEETING HELD AT JUBILEE HALL ON MONDAY 29 JANUARY 2018 AT 7:00 P.M.

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

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

**PUBLIC ATTENDANCE:** There was one member of the public in attendance.

G 030/17/18 **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors M Burrige and R Sowden.

G 031/17/18 **TO RECEIVE ANY DECLARATIONS OF INTEREST**

There were no declarations of interest received.

G 032/17/18 **TO RECEIVE AND APPROVE THE MINUTES OF THE GROUNDS COMMITTEE MEETING HELD ON MONDAY 13 NOVEMBER 2017**

With reference to minute G 025/17/18, it was noted that it had since transpired that the replacement of one piece of gym equipment for consideration was located at Deep Dell.

It was **RESOLVED** that the minutes of the Grounds Committee Meeting held on 13<sup>th</sup> November 2017 be duly signed as a true record of the meeting.

G 033/17/18 **TO OPEN THE MEETING TO MEMBERS OF THE PUBLIC**

The meeting was duly opened to members of the public.

Mr Jones asked if a study had been done to show if the gym equipment at Deep Dell and Jubilee Field are regularly used. Cllr Mrs E Tickell said that no formal studies had been done but said the gym equipment was regularly used by members of the public. She said that the gym equipment at Deep Dell was not used as much, but suggested that it was perhaps due to there being a lot less machines in situ and suggested that with the addition of more machines, the equipment may get used more.

G 034/17/18 **TO RECEIVE AND CONSIDER THE QUOTATION IN RESPECT OF THE REPLACEMENT GYM EQUIPMENT AT JUBILEE FIELD AND DEEP DELL**

A report by the Senior Administrator was circulated and a discussion took place.

A suggestion was made for the equipment to be repaired, rather than replaced in its entirety. The Chief Officer explained that the company who had originally supplied and installed the current gym equipment had quoted an attendance and inspection fee, which amounted to a considerable figure with no guarantee of them being able to repair the equipment, given the age of the equipment and not being able to source the relevant parts.

A suggestion was made for a local engineer to be contacted to inspect the 2 pieces of equipment with the view to repairing them. The Chief Officer stated that RoSPA would need to be instructed to visit both sites and inspect the equipment after the repair.

It was **RESOLVED** that

- Cllr Wren liaise with a local engineer to arrange the inspection of the 2 pieces of gym equipment at Jubilee Field and Deep Dell with a view to repairing them.
- Cllr Wren report back to the Grounds Committee with his findings from a local engineer.

G 035/17/18 **TO RECEIVE AND CONSIDER THE QUOTATIONS IN RESPECT OF REPLACEMENT PLAY EQUIPMENT AT DOWNS PARK**

A report by the Grounds Manager was circulated and a discussion took place.

The Grounds Manager confirmed that there was extensive rot in the base of the posts of the A Frame swing set. He said he would not feel safe leaving the swing set in position much longer, given the condition it was currently in. The Chief Officer clarified that the RoSPA report had highlighted that the swing set needed to be replaced in its entirety due to the rot at the base of the A Frame.

The Grounds Manager also suggested that the other piece of equipment, being the climbing frame and slide was worn and in need of replacing.

It was **RESOLVED** that

- The Grounds Committee recommend to Council that the the swing set and climbing frame and slide at Downs Park be replaced by Playdale at a total cost of £9041.74 (quote 2, option 1).

It was noted that Cllr Wren abstained from voting.

G 036/17/18 **TO RECEIVE AND CONSIDER THE REVISED HAND ARM VIBRATION POLICY AND PRECEDURE**

The revised Hand Arm Vibration Policy and Procedure was circulated and it was noted that the Policy had previously been adopted in November 2017 and that the Procedure had been added to the document.

A discussion took place and it was **RESOLVED** that the Procedure be reviewed and assisted by Cllr Mrs L Evans.

G 037/17/18 **TO CONSIDER THE PLACEMENT OF BENCHES ON HCC LAND AT CATHERINGTON LANE/PORTSMOUTH ROAD JUNCTION**

The Chief Officer explained that an idea had been presented by Cllr D Evans for the placement of 2 benches on HCC land at Catherington Lane/Portsmouth Road junction. The benches would need to be purchased and maintained by HPC, however it was noted that they could possibly be funded via a District Councillor grant.

Cllr D Evans said that he had received a lot of requests from elderly residents for the installation of benches at Catherington Lane/Portsmouth Road junction.

It was **RESOLVED** that

- The Grounds Committee recommend to Council that HPC purchase and install 2 benches on HCC land at Catherington Lane/Portsmouth Road junction.
- The Grounds Committee recommend to Council that HPC obtain consent to install the benches on HCC land.

G 038//17/18 TO CONSIDER THE COUNTRYSIDE VEHICLE WITH REGARD TO THE RECENT REPEAT MECHANICAL REPAIRS

A discussion took place regarding the repeat replacement of the clutch on one of the Countryside Team vehicles (2008 Reg). It was noted that the clutch had been repaired twice in a short space of time and it was questioned as to the likely reason surrounding this.

The grounds Manager suggested that he thought it was likely due to either a mechanical fault with the vehicle or the towing of the trailer up Lith Avenue.

It was **RESOLVED** that

- That the 2008 Reg Countryside Vehicle is not used for towing up Lith Avenue, unless absolutely necessary going forward.
- The vehicle be monitored going forward with regards to any mechanical faults, specifically relating to the clutch.

The meeting closed at 8.22PM

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Chairman

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Dated