

HASSOCKS PARISH COUNCIL

Minutes of the Grounds Committee Meeting held on 30 January 2013 at 7.30 pm in the Parish Centre, Adastra Park, Hassocks

Present: Frank Rylance (Chairman) Paul King
 Phil Mead Murray Thomson
 Bill Hatton

Assistant: Pat Elliott

Also present was the Groundsman, Richard Higgs and one member of the public.

1..Apologies for Absence. Apologies for absence were received from Chris Bere who was unwell and Alan Berry.

2..Declarations of Interest. There were no declarations of interest.

3..Minutes of the Grounds Committee Meeting held on 28 November 2012. The minutes were taken as read and agreed by the meeting and the Chairman was authorised to sign them.

Because the public are to be asked to withdraw for Item 4d, all other items on the agenda are to be considered before Item 4.

5.. Adastra Park Community Pavilion.

a) Legionella Testing. The quote from TSS Facilities Ltd for legionella testing was considered. The committee felt that the annual charge of £1012.50 plus VAT was expensive considering that many duties would still have to be carried out by a nominated Responsible Person within the Parish Council staff. It was agreed to accept the quote, but also to check with the Parish Council insurance what cover would be provided and what action might be taken against the Responsible Person should an outbreak of legionella occur. Also what the insurance implications there would be if testing were not carried out. Frank Rylance agreed to research the law on this.

b) Shelf . The request from the Hassocks Croquet Club for a shelf in the storage cupboard in the west changing room of the pavilion was approved. The Parish Council are to arrange for the installation.

c) (i) Football Pitches It was agreed to formalise the arrangements for deciding if the football pitches are playable when conditions are poor. Chairman of the Grounds Committee, Chris Bere is to make the decision on the state of the pitches and the football clubs are to be asked to contact Chris Bere on the Friday before the pitches are required. In the absence of Chris Bere, Richard Higgs will make the decision.

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(ii) Cleaning the Pavilion. The Assistant is to write to the sports clubs regarding the cleaning of the pavilion, pointing out the agreement they have already signed and explaining that cleaning equipment will be left available for them. They are also to be asked to remove muddy boots before entering the pavilion. The letters are to say that the Parish Council are looking into installing a boot scraper, a sign on the wall by the side door and the feasibility of placing artificial matting outside the side door. The state of the pavilion is to be revisited in few weeks to see if the situation has improved.

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6. Talbot Field

a) (i) Fencing. It was agreed to accept the quote from DM Fencing to supply and fit fencing post and 2 rail fence for £1200. The height of the fence is to be clarified and it is to be confirmed that all materials will be removed and the site will be cleared.

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(ii) Signage. The committee would prefer the sign to be made of wood rather than aluminium. The wording to be in upper case and to read 'Welcome to Talbot Field managed by

Hassocks Parish Council

As a site for wildlife'

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A quote for this is to be obtained.

(iii) New Bench. It was agreed to accept the proposal for the new bench to be supplied and fitted by the Monday Group for £180. It should be positioned where suggested, but away from the hedge to allow space for hedge trimming and maintenance of the bench.

It was agreed that this additional expenditure would be taken from the Grounds Contingency Budget.

b) Westwards. It was noted that a site meeting has been arranged for 9am on Thursday 7 February 2013. Bill Hatton will attend and Frank Rylance will check if he is also available.

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7. Allotments. Murray Thomson reported that the plumber Ian Parkin had experienced difficulty in turning off the water tap inside the gate and it had then broken. Edburtons have agreed to replace this tap when ground conditions improve. Murray will contact Edburtons to remind them if necessary. Murray will also ask Ian Parkin to carry out the work on the non working 3rd tap using equipment given by Edburtons. All allotments are now taken and most people are happy with the size of a quarter plot.

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Murray reminded the committee that the Parish Council to make an annual payment to HAHA of £5 per half plot. The rate for a quarter plot will be £2.50.

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1. Adastra Park

- a) The four quotations for resurfacing the car park were considered and it was agreed to resolve to recommend that the quote from Horizon for £10,360 plus VAT should be approved. It should be clarified with

them that a second 'No Parking' area be marked out adjacent to the middle parking row and also by the Biffa waste bins.

- b) The quotations for the installation of a concrete bollard in the pavilion car park and a replacement gate post were considered. It was agreed to accept the quote from DM Fencing for both jobs at a cost of £140 for the bollard and £85 for the gate post.
- c) In the public interest item 4(d) is to be treated as confidential and the public were invited to withdraw from the meeting. Sian Phillips left the meeting.

2. Date of Next Meeting. 27 March 2013 at 7.30 pm.

There being no other business, the Chairman closed the meeting at 9.20pm.

Chairman.....

Date.....

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