

HARTLEBURY PARISH COUNCIL

PLAYING FIELDS COMMITTEE

Minutes of a meeting at Parish Hall on 14th January 2016

Present: Cllrs S. Tranter (Chair), Mrs W. Abercrombie, Mrs S. Hickman, P Holden, Mrs E. Jones (who left after the presentations before the meeting proper started) and A Murcott.

In attendance: Brian Gale, Clerk.

Prior to the meeting opening, presentations were received from representatives of both Blakedown Landscapes Operations and Blakedown Sport & Play, each outlining their vision of how the environs of the Parish Hall and playing field could be developed and offering initial costings. (After the presentations, Cllr Mrs Abercrombie advised that she worked as accountant for Blakedown Landscapes).

1. **Apologies:** Cllrs Brown, Davis, Mrs L. Meredith, and District Cllr N Dowty.
2. **Minutes:** Acceptance of the minutes of the Playing Fields Committee meeting of 16th November 2015 was proposed by Cllr Holden, seconded by Cllr Murcott and agreed.
3. **Review of proposals:** The proposals presented at the beginning of the meeting were discussed and it was emphasised that some objective criteria would need to be evolved to select a contractor.
4. **Tennis Club transfer status:** The Clerk advised that he believed that the tennis club bank account had been transferred to the control of the Council and that he had recently been advised by the previous secretary that a corporation tax return was due for submission. (No tax is payable but the return has to be made). Because it is a relatively complex process which happens only every four or five years, he volunteered to do what is necessary which will delay the final transfer of documents; his offer was gratefully accepted.
5. **Review of initial plans:** Following the review of the proposals made at the beginning of the meeting, Cllr Abercrombie advised she would be meeting with a further contractor whose proposals would be presented at the next meeting. To help objectify the selection process she would also write a paper drawing together the Council's ideas as they currently stood and specifying what is required.
Further actions are to include:
 - looking at outside funding sources (Cllr Tranter to consult Biffa and Severn Waste).
 - consulting again with Jem Teal.
 - consulting residents over their aspirations (by a drop-in event in May, the on-going Parish Plan process and mentioning it at PC meetings).
6. **To consider resident consultation:** Covered in item 5 above.
7. **To review the magnitude of and time-scale for availability for resources:**
Covered in item 5 above.

Further issues mentioned:-

- Smart Water Plan; to implement resident consultation, the distribution of leaflets will be organized at the next PC meeting and a drop-in event planned to coincide with the Parish Plan consultation event in May.

- Grounds Maintenance Contract; the Clerk advised he had recently sent out tender invitations to four contractors; in the light of anticipated developments it may be necessary to issue contracts on a year-by-year basis.

The next Playing Fields Committee meeting is planned for 22nd March 2016.

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