

BUXTED PARISH COUNCIL

Minutes of the meeting of the Property and Recreation Grounds Committee held at the Reading Rooms, Buxted at 7.30p.m. on Tuesday 2nd June 2009

Present: Cllrs. Rose (Chairman), Chalmers, Downing, and Treacher
Also present: Miss B Macklen Clerk

Public: None

1. Apologies for Absence

Apologies were received and accepted from Councillors Crowe, Warner and Mrs E Smith

2. Declarations of Members Interests.

None

3 Minutes

The minutes of the meeting held on 18th February 2009 were signed by the Chairman as a correct record of the meeting.

4. Annual Review of Risk Assessment of the Council's Physical Assets

Members reviewed the risk assessment table as prepared by the Clerk noting that it is the responsibility of this committee to undertake a review of the Parish Council's physical assets.

A comprehensive review of each of the physical assets had taken place at the Property and Recreation Grounds committee held in June 2008, subsequent to which detailed minutes were circulated. The Clerk advised that all checks as described in these minutes are continuing to take place.

Members reviewed the risks associated with each of the assets, specifically discussing the fire risk assessment and it was **resolved** that:

- The gas central heating boiler should be added to the list of significant potential hazards
- The annual electrical equipment check should also include the storage area underneath the stage.

Members also discussed the Parish Council owned land at Nevill Road and The Dene. The Clerk confirmed that she carries out checks of the sites biannually and a tree survey is carried out at Nevill Road every other year.

5 Renewal of Insurance Policy

The Committee noted the additions and amendments to the insurance policy which include:

- Increase in value of Reading Room and Pavilion following private valuation
- Allotment fencing
- Fingerposts

Members noted an additional administration fee of £153.18 charged for the above alterations to the policy.

Satisfied that the insurance schedule sufficiently covers Parish Council requirements it was **resolved** that the premium of £5866.08 and administration cost of £153.18 should be paid. Members did note however, that if a new Parish Hall facility which could include commercial activities were to go ahead, the insurance schedule would need to be revised to accommodate this.

6 Buxted Pavilion/Buxted Football Club

Members noted that no further progress appears to have been made regarding the extension of the football club onto land at Lower Totease Farm. The Clerk advised that during her last conversation with Derek McDougall he had advised that the football club cannot use the land at Lower Totease Farm until the current owner has received planning approval from Wealden District Council for change of use of the land. To date the owner has not submitted a planning application.

It was also noted that the football club have not yet submitted a planning application to create a terrace at the pavilion for which the Parish Council resolved to provide a grant of half of the application fee costs. In the absence of a representative of the football club it was assumed that all funds raised at the present time would be directed towards the much needed repair and renew of the pavilion roof.

13. Members Questions

None this meeting

14. Any Other Matters Properly Notified

None this meeting.

The meeting closed at 7.55 p.m.

Signed:

Chairman

Date: