

BUXTED PARISH COUNCIL

Minutes of the meeting of the Property and Recreation Grounds Committee held in The Reading Room, Church Road, Buxted at 7.30p.m. on Tuesday 28th June 2016

Present: Cllrs. Rose (Chairman), Blandford and Cox

Also present: Cllrs Hoggan, Illingworth, Wells, Beccy Macklen and Claudine Feltham clerks to Parish Council

Public: None

1. Apologies for Absence

Apologies were received and accepted from Cllr Johnson

2. Declarations of Members Interests.

All councillors declared a personal interest in any matters relating to the Ionides Trust/Buxted Community Hall by virtue of the parish council being managing agents of the site.

Cllr. Cox declared a personal interest in any matters relating to the allotments by virtue of being and allotment holder.

3 Minutes

Minutes of the meeting held on 28th June 2016 were signed as a correct record of the meeting

4. Annual Review of Risk Assessment of the Council's Property

Prior to the meeting the clerk had circulated a report providing an update of all physical assets for the years 2016/18 which was noted and the comments below were made:

Reading Room – Japanese knotweed – Clerk to check the status of the eradication and obtain a certificate once the work has been completed.

Recreation Grounds – add both High Hurstwood and Buxted Recreation grounds to the three yearly arboricultural checks.

Buxted Recreation Ground/Buxted Pavilion – Thank you to Cllrs. Hoggan and Wells who now undertaken fortnightly checks of the equipment.

BT Boxes – Noted that the parish council now owns three old style BT boxes in the parish – Tanyards Lane, Five Ash Down and High Hurstwood. These should be added to the asset register.

Defibrillators: Should be added to the asset register with a value of nil.

5. Annual Review of Parish Council's Risk Assessment

The internal auditor confirmed the Council's Risk Assessment was fit for purpose at the 17/18 internal audit. Members noted.

6. Members Questions

It was requested to add an item to the next parish council agenda regarding the state of the allotment track with a view of asking Network Rail, Southern Water and the owner of the land for a contribution for repairs. In the meantime, one councillor would contact the owner of the track to ascertain if any service agreements are already in place.

7. Any Other Matters Properly Notified

None this meeting.

The meeting closed at 7.35p.m.

Signed:

Chairman

Date: