

HASSOCKS PARISH COUNCIL

Minutes of the Grounds Committee Meeting held on 25 July 2012 at 7.30 pm in the Parish Centre, Adastra Park, Hassocks.

Present: Chris Bere (Chairman) Frank Rylance
 Alan Berry Murray Thomson
 Phil Mead

Clerk: Linda Baker

1. **Apologies for Absence.** Apologies for absence were received from Paul King and Bill Hatton.
2. **Declarations of Interest.** Chris Bere declared an interest in item 4 (b) as a sponsor of the Adastra Bowling Club, and did not take part in the discussion.
3. **Minutes of the Meeting held on 30 May 2012.** The minutes were taken as read, agreed by the meeting, and signed by the Chairman as a correct record.
4. **Adastra Park.**
 - a) **Adult Fitness Equipment.** An email dated 18 June 2012 regarding the adult fitness equipment, and the metal football goal removed in 2011, was considered. It was agreed that a response would be sent, outlining the reasons for the removal of the football goal, pointing out that the fitness equipment had been funded by a grant, and that it was being well used.
 - b) **Adastra Bowling Club.** The committee noted the outcome of the meeting held on 9 July 2012 with the Adastra Bowling Club (ABC), and that the draft Heads of Agreement arising from that meeting had been sent to Hedleys solicitors for consideration. Letters from the ABC dated 18, 19 and 20 July 2012, and the letter to the ABC dated 19 July 2012, were considered.

At the 9 July 2012 meeting, the council had accepted the ABC's proposal that the arrangements for contributions to a sinking fund to replace the green should cease, and not be included in the new agreement, provided the ABC passed their accumulated sum to the council to be held in a reserve fund, along with the council's accumulated reserve. The council had also accepted the ABC contra charge for work done by members in 2011, provided that a new agreement, acceptable to the council, was signed by the ABC. The ABC had paid the agreed fees for 2011, but had not paid the invoice dated 12 July 2012 for fees for 2012.

The ABC, in the letter dated 19 July 2012, was asking the council to reimburse the club £422.57 for materials for the green purchased in

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March 2012. In the letter dated 20 July 2012 the club was now proposing that a clause be inserted in the new agreement saying “Should the bowling green require replacing in the future, the club will advise the parish council and after agreement by both parties, will agree a means of realising the replacement, and will liaise to raise the necessary funds to accomplish this. Adastra Bowling Club will contribute a minimum sum of £13,444 which has been ring fenced for this purpose”.

ABC had therefore not agreed to pass their reserve to the council as requested, and were seeking to alter the new Heads of Agreement agreed at the 9 July 2012 meeting.

After discussion it was RESOLVED that a response should be sent to the ABC confirming that the council required the club’s accumulated reserve to be transferred to the council’s replacement green earmarked reserve, a new agreement acceptable to the council as discussed at the 9 July 2012 meeting to be signed by the club, and the outstanding invoice for fees for 2012 to be paid. Once all this had been done, the council would address the issue of green maintenance, and any outstanding invoices for materials, in line with the Heads of Agreement.

c) Adastra Tennis Club. It was noted that the club had been invoiced for 2012 on 5 July 2012, but the fees had not yet been paid. It was noted that, on the figures supplied by the club, adult membership had fallen since 2011 from 29 to 20, and child members from 15 to 5. The club had confirmed that they did not want to hire the Adastra Park Community Pavilion for use by club members. It was agreed that the club would be asked for a list of its current members.

d) Play Equipment Inspection Summary. The inspection summary was noted. The Groundsman would be asked to deal with the minor repairs and Foster Playscapes would be asked to carry out any specialist repairs.

5. Adastra Park Community Pavilion.

a) Folding Glass Doors. It was noted that the Green Building Store had been asked to arrange a site visit to look at a fixing highlighted by the KHCC. The Green Building Store had confirmed that the doors were safe to use in the interim.

b) Lounge Lighting. It was noted that the light fittings in the lounge area had been replaced at the council’s expense, at the request of KHCC, to provide brighter lighting.

c) Routine and Preventative Maintenance. MSDC and Freedom Leisure had been unable to assist in finding an organisation or individual to undertake the work. It was suggested that the inspection element could be split between an electrician and a

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- plumber. Frank Rylance would investigate the question of Legionella testing, and whether any local companies could provide this service.
- d) **KHCC Hiring and Damage to the Bar Store Handle.** It was noted that the damage to the bar store handle, reported to KHCC in May 2012, had now been repaired. KHCC were leaving the pavilion in an untidy state with clothing, cricket equipment etc being left in the lounge and changing rooms, and furniture being left in the corridor, which was a fire exit. The club had been reminded of the requirement under the hire terms to leave the pavilion in a tidy condition, but had not responded. It was agreed that KHCC would be advised that in future any items left in the pavilion would be removed and disposed of.
- e) **Business Rates.** Following an appeal by HPC, the Valuation Office had confirmed that the pavilion had been removed from the ratings list.
- f) **Farnrise.** It was noted that the final invoice to Farnrise had been paid, and MSDC and Viridor had been asked for the balance of their grants.
- 6. Hassocks Burial Ground.**
- a) **Fees.** The committee reviewed the burial ground fees and RESOLVED TO RECOMMEND that the fees should be increased with effect from September 2012 by RPI, rounded up to the nearest pound.
- b) **Planting in the Memorial Garden.** RESOLVED that a budget of £500 should be allowed for replanting shrubs etc in the Memorial Garden during autumn/winter 2012/13 to replace plants which had died or needed replacing.
- 7. Parklands Road Allotments.**
- a) **Easement for the Water Supply.** It was noted that the Deed of Easement document with MSDC had been signed and returned to the council's solicitors.
- b) **Repair to Water Taps.** Edburton had agreed to replace the tap mechanism, and a site meeting was being arranged with Michael Turner to discuss fitting the replacement. Murray Thomson would contact Michael Turner for an update on progress.
- c) **Allotment Rents 2013.** The Parish Council had resolved that the Parklands Road allotment rents should be increased annually to recoup some of the cost of providing a water supply, and to cover the cost of water used on the site, in addition to the general increase in costs. An account had not yet been received for water used, but it was unlikely that much water would have been used having regard to the wet summer. It was RESOLVED TO RECOMMEND that, in view of the difficulty allotment tenants had had with the weather recently, the rents would only be increased by the rate of RPI,

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rounded up to the nearest whole pound, which would mean an increase from £25 to £26, effective from 1 October 2012.

- d) **Report from the HAHA.** The HAHA had produced a sample page of the information to be included on the HPC website, which was approved by the committee.
- e) **Report on June and July Inspections 2012.** Letters had been written to some tenants following the June inspection, and a report of the July inspection would be passed to the Parish Office for action. Alan Berry would carry out the August 2012 inspection with representatives of HAHA

8. Date of Next Meeting. 26 September 2012 at 7.30 pm.

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There being no other business, the Chairman closed the meeting at 9.05 pm.

Chairman.....

Date.....