

Clerk to the Council/RFO: Shaun Jones
Chairman: Cllr Mark Underwood

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Minutes of the Services Committee held at 7.15pm on **Monday 27th September 2021** in the Lythwood Room, Bayston Hill Memorial Hall.

Present: Cllrs Clarke (Chairman); Clode; Higgins C; Higgins P; Merricks-Murgatroyd; Parkhurst; Shaw; Stevens; Teckoe; Whittall; and Underwood.

Not present: Cllr Rust

In attendance: Shaun Jones, Locum Clerk; Peter Orrell, Deputy Clerk

S1.21/22 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE –** Cllr Rust – Unwell.

S2.21/22 **DECLARATION OF INTEREST** -Cllrs Whittall and Teckoe declared their interest as a family member has links with the Stanley Parker playing pitches as a user and a booker respectively. Cllr Clarke declared an interest as a user of the Bowling Green.

S3.21/22 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS –** None.

S4.21/22 **ELECTION OF VICE CHAIRMAN –** Cllr Whittall was **proposed by** Cllr Parkhurst and **seconded by** Cllr Clode. **All in favour, motion passed.**

S5.21/22 **SERVICE COMMITTEE OBJECTIVES –** A review of the document, Terms of Reference for the Services Committee was carried out. The Longmeadow Play Area has been omitted and will be added to the list of Parish Amenities with immediate effect.

Following the success of the Big Green Week MU suggested that a Working Party be set up, led by MU to develop the action plans necessary to achieve the Parish's 2035 Carbon Neutral Objectives. **Proposed by** MU and **seconded by** AP. **Motion passed.**

REVIEW OF PARISH SERVICES – To identify any matters requiring action at any of the Council's Services not covered elsewhere in the agenda:

1. Longmeadow Play Area

The Annual Report is currently under way from the Play Inspection Company and will be brought to the next meeting if available. A number of issues were discussed relating to conditions of the Park in winter. CS has provided photographs to illustrate the issues.

Cllr Parkhurst left the meeting at 7.30pm.

2. Lythwood Sports Complex (Pavilion, Bowling Green, Stanley Parker Playing Fields, Tennis Court, 3G Astro Turf, Outdoor Gym, BMX Track, MUGA and Skate Park). TC declared an interest as a user of the Bowling Green.

3. Community Woodland inc. Sensory Garden

The Community Woodland has been omitted from this Committees' Terms of Reference document; it should be added for the next review in May 2022.

Due to weathering, a new notice board graphic at the entrance of the gardens was discussed to which should be added the date the garden was established.

4. Parrs Pool and Woodland

The Contractor dealing with the pond and duck weed issues is to issue a report to the Clerk with their proposals to offer a solution to the growth of duck weed.

5. Youth and Community Building

Scouts and Guides using the Building from October 1st for 3 hours on weekday evenings.

Outside wall mural ongoing, with the Clerk due to meet the artist.

6. Parish Office

The Parish Office is still officially closed due to Covid guidance. Any possible opening plans would require the addition of screens to protect staff.

7. Litter bins (Managed by Parish)

It was noted that the bins on the Glebeland were owned by the Parish and would be re-sited when the development takes place.

8. Footpaths

No discussion.

9. Bus Shelters and Benches

It was suggested an inventory of the Parish benches is carried out to note the number, siting and condition.

10. Street lighting (under control of Parish)

MU suggested a Part time lighting survey could be carried out in conjunction with a calculation of how much carbon is being saved.

Relating to all points above, details of issues discussed were noted to a working document for further investigation and rectification.

S7.21/22 **TO PRESENT ITEMS FOR INCLUSION ON THE NEXT AGENDA.**

- TC requested that the Apple Press and Duck Weed be discussed.
- JW asked that a Spring Walkabout around the Parish be planned by the Council.
- CC asked that we progress the Development of the new Sports Hall.
- Clerk to outline the progress on Outsourcing and suggested timescales.

Meeting closed at 8.57pm

DRAFT