

**Clerk to the Council/RFO: J Hodgkiss**  
**Chairman: Cllr R Ruscoe**

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Minutes of the **Services Committee** held at 7:15pm on **Monday 28<sup>th</sup> July 2025** in the Bayston Hill Memorial Hall.

**Present:** Cllrs T Clarke (TC) (Chairman), D Engler (DE), T Markham (TM), R Ruscoe (RR), C Teckoe (CT)

**In attendance:** Julie Hodgkiss,(JH) Clerk; Peter Orrell,(PO) Deputy Clerk, 1 MOP

S1.25/26 **ELECTION OF CHAIR**

**RESOLVED:** RR proposed Cllr C Teckoe for the position of Chairman, seconded by DE, the motion was carried and CT took the Chair. CT thanked TC for his work as committee chairman.

S2.25/26 **ELECTION OF VICE CHAIR**

**RESOLVED:** RR proposed TC as Vice Chair, seconded by DE, 4 members voted in favour, 1 abstention. Motion carried.

S3.25/26 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**

None

S4.25/26 **DECLARATION OF INTEREST**

None

S5.25/26 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS**

A MOP complimented the condition of the football pitches and also asked why all of the scrub land had not been cut for haylage. PO commented that the section that had been cut was for the benefit of spectators and was carried out free. A Cllr commented that there is wildlife in the uncut section. The Chair replied that both comments would be looked into.

S6.25/26 **MINUTES**

**RESOLVED:** RR proposed to approve for accuracy and sign the minutes of the Services Committee held on Monday 13<sup>th</sup> January 2025 seconded by DE and agreed by all members present.

S7.25/26 **PARISH WALKABOUT**

PO presented the updated spreadsheet of actions. Next walkabout to be arranged for early Autumn.

S8.25/26 **FLOODLIGHTS**

After discussion members agreed to replace the existing bulbs in the floodlights. PO to gather quotes. Easy access to court via hinged panel to be researched.

- S9.25/26     **PARRS POOL TREES**  
Members requested additional quotes for work, Clerk to check lease for ownership to see if permissions needed. Tree survey – more quotes needed.
- S10.25/26     **LONGMEADOW EQUIPMENT**  
**RESOLVED:** RR proposed to approve the repair of an item of play equipment, seconded by DE, 4 members voted in favour, TC voted against, motion carried.
- S11.25/26     **HEALTH AND SAFETY**  
**RESOLVED:** CT proposed to approve Health and Safety documents, seconded by DE and agreed by all members present. PO to disseminate to staff. Clerk to speak to a Cllr not a member of this committee who has a background in H&S to see if he will be a “link” Cllr on this.
- S12.25/26     **HIRE FEE**  
**RESOLVED:** RR proposed to set an ad hoc fee of £50 on use of our facilities for any use not listed on our price list, seconded by TM and agreed by all members present. A further booking request was deferred to Full Council when additional information is received.
- S13.25/26     **PARISH VEHICLES**  
Item deferred to Full Council after receipt of information.

<b>Asset</b>	<b>Action/Comment</b>
Longmeadow Playground	Privacy Screen installed alongside Zip wire following complaints. Leylandii hedge cutting quotes sought to three areas of LM Rotting decking on main slide to be replaced by handy people
Playing Fields	Pitch improvements carried out, comprising verti draining and sand to improve drainage and fertilizer. New French drain installed to counteract flooding of gardens Additional pitches now marked out, P1 and P2, adult pitches; P3 and P4, junior mini pitches; P5 and P6, 9v9 pitches; and P7 and P8, mini pitches.
Pavilion	New lighting installed to replace old fluorescents
Outdoor Gym	No change
Tennis Court	No change.
3G Astro Turf	No change
BMX Track	Some wear to the slopes starting to appear and tarmac areas deteriorating
MUGA	No change
Bowling Green	Floodlights now converted to LED floodlights
Skate Park	No change
Sensory Garden	3 x Cherry trees pruned end of June/July, 19 x apple/pear due to be pruned Dec 24/Jan 25
Parrs Pool and Woodland	Final work by the HP team to replace rotting timber work nearing completion
Youth and Community Building	No change
Parish Office	No change
Litter bins (Managed by Parish)	No change
Footpaths	No change
Bus Shelters and Benches	No change
Street lighting (under control of Parish)	The Common: Victorian style streetlight being replaced

	Gorse Lane: additional light request <b>No change</b>
Roads owned by PC	Road surfaces to be inspected. Parish Walkabout to be arranged prior to the next meeting.

Questions raised by members

Tennis Court – Moss treatment – if the materials recently purchased does not work sufficiently, quote to be obtained from contractor.

Astro grooming – is this being done frequently? Deputy Clerk to action this asap.

**RESOLVED:** AP proposed that a priority list/schedule of works be provided to staff, seconded by TC and agreed by all members present.

S17.24/25 **BEECHES BUS SHELTER**

**RESOLVED:** AP proposed to approve the replacement panel at a cost of £450 plus VAT, seconded by TC and agreed by all members present.

S18.24/25 **STREETLIGHT UPDATE**

The Deputy Clerk gave an update on the streetlight upgrades. Clerk to agenda an item for a future Full Council to consider next phase of improvements.

S19.24/25 **STREETLIGHT REQUEST**

Clerk to canvas neighbours of Gorse Lane to ascertain opinions on adding an additional light.

S20.24/25 **COMMON TREE WORKS**

**RESOLVED:** AP proposed to commission the tree works needed for the Common, seconded by DE and agreed by all members present.