



SANDGATE PARISH COUNCIL
Minutes of a Land Assets Management Sub-Committee Meeting held on
Thursday 5th September 2013 at 2pm

Present: Chairman
Councillors
Parish Clerk

Cllr Mrs J Holben
R Bliss, R Grundy and T Prater
A Oates

The meeting commenced at 2pm

No members of the public attended

1. **Apologies for absence** – there was none.
2. **Declarations of Interest** – there was none.
3. **Minutes** – The Minutes of the meeting held on 19th July 2013 were submitted; it was proposed that they be approved and signed as a correct record.
Proposed by: Cllr R Bliss
Seconded by: Cllr Mrs J Holben
Agreed unanimously
4. **MUGA update**
 - 4.1 A complaint had been received from a local resident about leaves on the tennis court and the net had sagged. The grounds maintenance team were now picking up the leaves. The brass winder is detachable and if left may be stolen so it is kept by Cllr Grundy who will check each day to ensure the net is at right tension.
 - 4.2 Cllr Mrs Holben was waiting to hear from Steve Way as to when the bins and benches would be in place. The locations for the benches had not yet been decided. It was suggested that they could go near the playground.
 - 4.3 The tarmac on the tennis court had just recently bubbled up very noticeably. This needed urgent attention.
 - 4.4 About half a sack of litter was being picked up each day by Cllrs Mrs Holben and R Grundy.
 - 4.5 It was agreed that a meeting needed to be set up very soon with Cllr Mrs Holben, Steve Way and the parish clerk. The clerk would try to arrange this for the following week.
 - 4.6 The future maintenance of the sports area needed to be looked at. A list of things that would need doing – safety notices, etiquette notices, litter picking etc. It should not be left to the two councillors currently dealing with these matters; a proper plan would need to be put in place. The clerk was asked to look at other sports/recreation grounds for examples of best practice and also to start compiling a list, to include the on-going maintenance works and signage etc.
 - 4.7 The clerk should ensure that the MUGA is covered under the council's public liability insurance.
5. **MUGA opening event review**
 - 5.1 The event was a success; however, it was felt that there were too many food vendors. The expenditure was well within budget.
 - 5.2 It was agreed that it would be good to hold a similar smaller event next summer.

- 5.3 It was proposed and agreed that the expenditure for the petanque matches should come out of the Twinning budget.

Proposed by: Cllr R Bliss

Seconded by: Cllr T Prater

Agreed unanimously.

6. Grounds Maintenance update

- 6.1 The clerk was obtaining two quotes for the painting and maintenance works required for the children's playground.
- 6.2 The clerk would ask the current grounds maintenance company to clean the two signs situated inside the dog run.
- 6.3 The two new dog litter bins should be sited inside the dog run, at either end, replacing the two current bins. The clerk was asked to arrange this.

7. Toilet block update

- 7.1 The scheduled works to remove the asbestos would begin Monday 9th September at 8am.
- 7.2 When the works were completed, the clerk would request Steve Way to inspect the site to report on its condition for possible future usage.
- 7.3 Cllr Grundy would ask S. Grover from Alliance to have a look in the basement which had been boarded up, and make secure afterwards.
- 7.4 The Clerk would contact SDC regarding the cost of removing the asbestos and request that SDC pays for these works.

8. Play equipment maintenance

This item was covered under item 6 above.

9. Sandgate Memorial

- 9.1 Two further quotes for work to the Memorial were awaited.
- 9.2 An email from Ros McCarthy had been received regarding the William Cotter memorial plaque; clerk to investigate further.
- 9.3 RG felt that the retractable bollards sourced by the clerk were not sufficiently robust and requested more research.
- 9.4 Clerk to investigate why SDC had erected a dog sign at the Recreation Ground for which the parish council has the responsibility.

10. LAM/AEP budgets

- 10.1 The costs of signs paid to SDC need to be reclaimed.
- 10.2 There needs to be a clear audit trail of all the grant funding received and expenditures made. The clerk would set up the necessary spread sheets and would check deadlines for completion of projects.

11. Information

- 11.1 Cllr Mrs Holben asked the clerk to investigate the cost of installing portaloos at the Recreation Ground for the summer period next year and suggested that Elliotts be approached direct i.e. not through the middle agents, Speedy Asset Services.
- 11.2 Cllr Mrs Holben would like to purchase some adult gym equipment at a cost of around £9,000. There was £1,500 remaining from her ward grant and the local KCC councillor had indicated he would give £2,600 towards the project.

12. Date of next meeting – Thursday 3rd October at 2pm.

The meeting ended at 3.10pm

Signed by the Chairman, Land Assets Management Sub-Committee

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Date.....