

**Minutes of the meeting of the Parks & Recreations Advisory Committee held in the Council Chamber, Civic Hall on Tuesday 11<sup>th</sup> February 2025 at 11:00am**

**Present:**

Cllr S. Burkitt (Chair) Cllr M. Ireland and Cllr A. Hutchinson

**In attendance:**

J. Mitchell (Town Clerk) M. Keys (Assistant Clerk) and Paul Duncan (Outside Services Team Leader)

**1. Appointment of Chair**

Cllr Burkitt resigned as the Chair of the Parks and Recreation Advisory Committee.

Cllr A. Hutchinson was nominated as Chair and no other nominations were received.

It was RESOLVED to appoint Cllr A. Hutchinson as Chair of the Parks and Recreation Advisory Committee.

Cllr Hutchinson took the Chair.

**2. Apologies**

Cllr M. Emmens and Cllr K. Tait sent apologies for their absence.

**3. Declarations of Interest**

There were no declarations of interest.

**4. Approval of minutes of the last meeting**

Members reviewed the minutes of the last meeting.

It was RESOLVED to approve the minutes as a true and accurate record of the last meeting held on 19<sup>th</sup> November 2024.

**5. Items for exclusion of the public**

There were no items for the exclusion of the public other than those already on the agenda.

**6. Operational Inspections**

Members were provided with a verbal update on the parks following the latest Operational Inspections.

It was RESOLVED to note the latest Operational Inspections and continue to make any repairs identified.

**7. Sindelfingen Park**

Members reviewed the drainage survey from Sindelfingen Park.

It was RESOLVED to note the survey and send a copy of it to all of the Parks & Recreation Committee members.

**8. Cliffe Park**

Members reviewed a request from a resident regarding the tennis courts.

It was RESOLVED to reply to the resident with an update on the actions taken.

Members reviewed quotes for the cleaning of the tennis courts.

It was RESOLVED to recommend to Council to accept the quote of £650 for the cleaning of the three tennis courts at Cliffe Park.

Members reviewed the draft terms and conditions for use of the MUGA pitch at Cliffe Park.

It was RESOLVED to recommend to Council to implement the terms and conditions for use of the MUGA pitch with immediate effect.

Members received an update on the sandpit at Cliffe Park.

It was RESOLVED to purchase 5 tons of play sand at a cost of £441.67 to top up the sand pit in preparation for the summer period.

**9. Playgrounds - Annual Inspections**

Members reviewed quotes for three operational and one annual inspection for each of the ten playgrounds.

It was RESOLVED to recommend to council to accept the quote of £2,900 for the annual inspections of playgrounds.

**10. Date of next meeting**

It was RESOLVED to hold the next meeting on Tuesday 11<sup>th</sup> March at 11am.

Meeting closed at 11:46am.