



Sway Parish Council

AMENITIES WORKING PARTY
Held At 7:30pm, THURSDAY 5th May 2016
At the Jubilee Field Pavilion, Sway

Draft Minutes

Those present: Cllr. Seacombe (Acting chair), Cllr. Fleat,
Cllr. Rickman, Cllr Thomas, David Edwards SPC Clerk and 2 members of the public

1) Apologies

Cllr. Pepper, Cllr. Gresham-Hale, Cllr. Dance

2) Minutes of the Meeting held on the 7th April 2016 and Matters Arising

Minutes of meeting agreed.

3) Stanford Rise

i) Clerk's report

Councillor Seacombe advised that she was in the process of obtaining three quotes to cover the cost of drawing up proposals which could utilise the S.106 money available. Progress will be reported back to the Working Party as appropriate.

ii) General Matters Arising (if any)

Nothing to report

4) Jubilee Field Pavilion and Grounds

Clerk's report

- i) Confirmed that the boilers and fire extinguishers were inspected and serviced this week.
- ii) Arrangements have been made for the play equipment to receive its annual inspection.
Clerk to confirm date once signs are in place.
- iii) At the Parish Council Meeting the football club's proposals regarding the maintenance of the football pitch were agreed.
- iv) The Sway Social club's suggestions regarding the application of their available funds to the Jubilee Field Pavilion will be discussed at the next Parish Council Meeting (26th May).

Report from JFUG representative Cllr Fleat

No report as Next Meeting not due until 10th May, Cllrs Fleat and Seacombe have confirmed attendance.

Play Park

Cllr Seacombe obtained three quotes for new signage for the play park. The new signage is in line with RoSPA recommendations. For two signs not inc. VAT Wicksteed £507.78 inc of delivery. Sign-it two signs and delivery £280, New Forest Signs (Hordle) two signs £190 to be picked up. The signs to have anti fading protection to be screwed into timber fencing. **Cllr. Seacombe** to raised order with New Forest signs.

Jubilee Pavilion

- (1) Fire Risk Assessment update from Ted Fleat
Cllr Fleat confirmed all signage now completed.

- i. Kitchen waste receptacle **to be reviewed and replacement suggested by Cllr Gresham-Hale.**
- ii. **Clerk** to check the required routine checks and create a check sheet for the caretaker. Fire alarm panel / system requires further understanding.

Cllr Pepper to find out if the company would provide a walk through on site and a manual.

Matters arising

- i. Fence damaged by fallen tree and replacement planting of half standard oak in Hedgerow. Cllr Seacombe has agreed quote with the Lengthman who has been instructed to carry out work, clerk who will liaise with the lengthsman and Brockenhurst PC to complete the works
- ii. **Cllr. Fleat** to liaise with the Clerk regarding all the electrical work that needs to take place within the building. The **Clerk to action work.**
- iii. **Clerk** to look into fixing barrier key pad and/or cutting more keys. Clerk to liaise with **Cllr Thomas to issue new key to lady who has agreed to close barrier.**

5) Centenary Close

- i) **Clerk's report**
Nothing to report
- ii) **General Matters Arising (if any)**
Nothing to report

6) Pitmore Lane / Memorial Field

- i) **Clerk's report**
None
- ii) **General Matters Arising (if any)**
Nothing to report

7) Allotments

- i) **Clerk's report**
A report has been received about a blue Skoda car parked near the allotments. The owner appears to be camping at the back of the allotments and may be using the tap on the allotments. The Forestry Commission have been informed.
- ii) **General Matters Arising (if any)**
Nothing to report

8) Correspondence and Any Other Business

- i. Cllr Seacombe confirmed that the clerk now has the recent tree survey and two quotes. The **Clerk** to look into ensuring the correct trees are in the tree survey. Cllrs Rickman and Fleat confirmed that the trees highlighted behind the Youth Centre should not be included however those around Centenary Close public open space should be. Re quotes might therefore be necessary.
- ii. General discussion concerning best way forward for AWP. Options discussed were to elect a new Chair and/or possibly move meeting back to before Full Council Meeting.

Date of next meeting 2nd June 2016

Meeting finished 8.27pm

[All future meetings will be held on the 1st Thursday of the month, until further notice.]

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