

**Toilets, Greens & Recreation Ground Committee – Minutes  
Unconfirmed**

Minutes of the Horsted Keynes Parish Council Toilets, Greens and Recreation Ground Committee held on 27 September 2016 at 7.30 p.m. in the Parish Council Office.

Present: Cllr. J Luckhurst (Chairman), Cllr. W Dye, Cllr. K O'Regan Cllr. S Webster and Cllr C Wheatley

Attending: Michaela Frost (Clerk)

No members of the public present

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**1. To receive apologies for absence**

None.

**2. To receive declarations of interest from Councillors in respect of any matter on the Agenda.**

None.

**3. Minutes of the previous Toilets Greens & Recreation Ground Committee meeting held on 26 July 2016**

**4. 2016** Agreed and signed as a true record.

**5. Matters arising from the Minutes of the last meeting not covered elsewhere.**

None.

**6. To receive brief verbal reports from Councillors on the following:**

6.1. Memorial Pavilion, Play Area & Recreation Ground:

- The Clerk would order a new Padlock for the bottom gate – this needed to be a MDSC approved padlock and so would need to be ordered through them. In the meantime The TGR Committee would ensure a temporary padlock was in place.
- The H&S monthly checklist was completed on the Play Area which was still looking poor and some areas needed attention The Clerk would order some new bolts for the suspension bridge in the playground and the TGR Committee would take steps to have them fitted.
- The TGR Committee noted that the hedges were in order.

6.2. Public Toilets & Bus shelter

- Inspections had been carried out and the previous leak that had been reported in the overflow system had been resolved. The light in the bus shelter and gentleman's toilet still was not working and so it was AGREED that the Clerk would arrange for an electrician to fix the fault

Lewes Road Allotment.

- All the allotments were reported as being well kept.

5.4 Greens and any other common land areas of the Parish.

- The TGR Committee would gently remind the landlord of the Green Man that any tables and chairs should be removed from the Green for the winter months.
- The TGR Committee agreed that the small posts on the verge in Chapel Green behind the cricket pitch would be removed as most of them had fallen over and they had now become a hazard. Many residents used this area as a parking area.

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Chairman .....

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**7. Maintenance Issues**

7.1 The TGR Committee discussed potential locations for additional dog waste bins. The Committee AGREED that one should be sited on the hedge outside the cricket pitch and one should be sited in the church car park by the corner gate. The landowners would be contacted by the Clerk and Members of the Committee to ensure that there were no objections before instructing Mid Sussex District Council that these were the preferred sites.

**8. TGR Finance**

The RFO would update the finance sheets for the TGR Committee.

**9. Playground Refurbishment Working Group**

The TGR Committee noted that a survey had been undertaken by the Working Group and that 5 key pieces of equipment had been identified. A sunken trampoline and swinging basket swing were amongst this list.

The TGR Committee discussed the next steps and it was hoped the Clerk would be able to obtain some quotes from reputable companies in order to gain some idea of the likely cost of the refurbishment.

The Clerk suggested that she might be able to do some information gathering on prices, but that a proper specification of what was required might be needed to obtain further quotations. It was AGREED that the Working Group would update the Parish Council on progress at the next Parish Council meeting.

**10. Coffee shop at the Memorial Pavilion - Update**

The Clerk updated the Committee that the residents hoping to open a coffee shop at the Pavilion had formally submitted a planning application. The Clerk suggested that whilst this was going through the Planning process the Parish Council should look into the governance and legalities of leasing the Pavilion out. It was hoped that the Clerk would be able to report back to the next meeting on further progress.

**11. Winter Management/Christmas Tree arrangements**

The TGR committee confirmed that Sarah Webster would be the winter management coordinator, but that it was important to ensure there were plenty of volunteers. The Clerk would check with the present volunteers that they wished to remain on the volunteer list and then in the next P&P the Clerk would advertise for the need for more volunteers to assist with winter management around the village.

The Chair of the TGR Committee confirmed that he had sourced a Christmas tree for this year.

**12. Highways**

The Committee noted the following Highways issues:-

- The Clerk would inform the contractor responsible for completing the finger posts that he had until 26 October to complete the job or legal action would commence.
- The Clerk would report a problem in Challoners concerning a water main which was causing problems with holes. The kerb had been damaged also by the contractors doing the work.

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Chairman .....

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**14 To Agree any items to be put forward to the Parish Council Meeting**

The TGR Committee agreed that the following should be forwarded to the Parish Council meeting:

- Playground Working Group – update
- Fingerposts – update

**8. Date of Next Meeting – 29 November 2016 at 7:30 pm**

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Chairman .....

Date .....