



Parish Council Highways and Amenities Committee

Monday 23rd May at 1.30pm

In attendance: Cllr Brown, Cllr Davenport, Cllr Marshall, Cllr Sales and Cllr Peel.

Present: Clerk

1. Cllr Alan Brown was elected Chair of the Highways and Amenities Committee.
2. **Apologies and absence** - none
3. **Declarations of interest** - none
4. **Minutes of a** previous meeting held on 10th February 2022 were **APPROVED**.
5. **Public Participation Session** – none
6. **Pavilion Maintenance** – To discuss and resolve upon action to be taken:
 - a. Electrical works
 - i. The fuse board has been labelled.
 - b. Pavilion clock
 - i. The fuse box has been labelled so the clock can now be reset.
 - ii. Remove the clock from the wall and determine its requirements.
 - c. Pavilion window frame repairs
 - i. Cllr Brown has asked for a quote for the Pavilion window. Clerk to get a second quote. PVC Rosewood – open out to be able to affix to the wall.
 - d. Plastering requirements
 - i. Cllr Alan Brown to receive quotes for replastering and painting of the Men's and Ladies toilets.
7. **Recreation Ground maintenance - To discuss and resolve upon action to be taken**
 - a. Removal of hanging branch at car park entrance
 - i. Cllr Alan Brown to ask Del Bowen to remove prior to Queen's Jubilee.
 - b. Repairs to flint wall
 - i. Write to Widmore Farm – suggest we will remove the broken sections.
 - c. Public litter bin relocation
 - i. Ask SDC to put a new bin onto the Recreation Ground and remove the old bin and the dog waste bin.
 - ii. Ensure that any large footballing events are charged for litter removal in future.
 - d. Update on playground refurbishment
 - i. Contract was awarded to Stone and Brock contractors. Press for start date. Ask Wicksteed to attend and attempt maintenance on the gate for the quoted £200. New chains for swing set to be procured by Stone and Brick.
 - e. Car park closures
 - i. Letter to go out . Shut the Car Park from Monday 30th May for one week.
 - ii. Parking to be discussed at the next meeting.
 - f. Update on security & police response following recent damage.
 - g. After inspection, it was agreed that replacement door frame was required – right hand side only. Preferable to patching with a metal plate. New lock required.
8. **Highways and PROW - To discuss and resolve upon action to be taken**

- a. Footpaths – Cllr Davenport has been keeping an eye on footpaths since 2019. More individuals are required to do the same. It was agreed a letter was to be sent to KCC PROW requesting a new sign at the start of the footpath opposite Hut 21 at Fort Halstead as a new FH map is being prepared. Signage update is also required at the entrance to Halstead Place PROW to the old church.
- b. Location of SID devices
3 locations – Knockholt Road, Station Road and Shoreham Lane.
- c. Update on Speedwatch