



Broadbridge Heath Parish Council

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You are hereby **SUMMONED** to the **RECREATION AND ENVIRONMENT COMMITTEE MEETING** to be held at **The Parish Office, Sargent Way** on **Monday 26th of February 2024** commencing at **7:45pm**. The first 15 minutes are available for the public and the press who have a right to attend to express a view or ask a question on relevant matters on the following agenda (Standing Order 3d). Members of the public are welcome to stay and observe the rest of the meeting.

L Edwards

Lucinda Edwards (Clerk to the Council)

O Buck

Olivia Buck (Deputy Clerk) – 20th February 2024

Recreation Committee Members:

Cllr C Knight, Cllr T Oliver, Cllr D Lambert, Cllr S Chandler, Cllr E McLennan-Murray, Cllr A Luk.

Members of press and public welcome

AGENDA

1	PUBLIC SPEAKING	19:45
2	APOLOGIES AND REASONS FOR ABSENCE	20:00
3	CHAIRMAN'S ANNOUNCEMENTS	20:00- 20:05
	To receive any announcements from the Chairman of the meeting.	
4	DEPUTY CLERK UPDATE	20:05- 20:10
	To receive an update from the Deputy Clerk.	
5	FINANCE	20:10- 20:15
	To receive an update on Income and Expenditure for Recreation Open Spaces.	
6	THE DUCKY POND	20:15- 20:25
	Recommendation: to receive a Maintenance Proposal for 2024/25 for the Ducky Pond.	
7	ALLOTMENTS	20:25- 20:30
	To receive and agree recommendations from the Allotment Sub-Committee relating to the set-up of an Allotment Association for Weston Avenue Allotment Site.	
8	VILLAGE CENTRE RECREATION FIELD	20:30- 20:40

	<p>8.1 To consider and agree to maintain the Village Centre Recreation Ground without a signed agreement.</p> <p>8.2 To review and to note considerations on the future maintenance of the Village Centre Recreation ground.</p> <p>8.3 To agree recommendations to Council on the future maintenance provision of the Village Centre Recreation Field.</p>	
9	MAINTENANCE	20:40-20:55
	<p>9.1 To agree the grass maintenance schedule for 2024/25 with continuation of services with Grasstex.</p> <p>9.2 To note the risks identified in the latest Play Inspection reports and agree remedial actions.</p> <p>9.3 To agree continuation of the Play Inspections by Safeplay.</p> <p>9.4 To agree continuation of the Adult Fitness Equipment servicing by Fresh Air Fitness.</p> <p>9.5 To consider and agree a donation for the continuation of Green Gym Volunteering in the village.</p> <p>9.6 To note the acquired section of land to the south of Weston Avenue Allotments and to determine future management responsibility.</p> <p>9.7 To agree to use Horsham Tree Services for 2024/25 as an approved contractor for any Tree requirements.</p> <p>9.8 To note a proposed commission of a Tree survey from Horsham Tree Services for the acquired land to the south of the Weston Avenue Allotments and the area between the Allotment site and the common.</p> <p>9.9 To agree to delegate to the Officers to determine the requirement for a Spring Cut & Collect of Broadbridge Way.</p> <p>9.10 To note the maintenance plan for Top Common.</p>	
10	OPEN SPACES	20:55-21:10
	<p>10.1 To receive and consider requests for the use of open spaces.</p> <p>10.2 To consider and agree the management of opens space use until a policy is approved.</p> <p>10.3 To consider appropriate guidelines for the introduction of an Open Space Policy.</p>	
11	STREETSCENE	21:10-21:15
	<p>11.1 To consider removal of the Hanging Basket brackets (Jubilee Clips) and agree next steps.</p> <p>11.2 To consider the hanging baskets currently in storage.</p>	
12	EVENTS	21:15-21:25
	<p>12.1 To receive and consider requests for use of open spaces.</p> <p>12.2 To agree the format of the Parish Council representation at the Gala Associations Village Fete.</p> <p>12.3 To note the Gala Association Summer Picnic and consider any Parish Council involvement.</p> <p>12.4 Recommendation: to receive and agree recommendations to mark the 80th Anniversary of D-Day.</p>	

13	CHARRINGTON WAY PLAY AREA REDEVELOPMENT PROJECT	21:25-21:45
	13.1 To note feedback and agree the style of direction for the project. 13.2 To agree Councillor attendance at the drop-in session on the 5 th of March 2024. 13.3 To consider and agree the parameters for the tender specification. 13.4 To delegate to the Officers in consultation with the Chair of the Recreation Committee to complete the tender invitation document.	
14	POLICIES	21:45-21:50
	Recommendation: To approve an amendment to the Flag Policy to include annual one-off events.	
15	DATE OF NEXT MEETING Monday 17 th June 2024 at 19:45.	21:50

**** Pursuant to the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 and because of the confidential nature of the business to be transacted, the public and press will be required to leave the meeting**