



BROADBRIDGE HEATH PARISH COUNCIL

Minutes of the **RECREATION & ENVIRONMENT COMMITTEE** meeting held on
Thursday 27th February 2025 at 10.00am
 at The Parish Office, Sargent Way, Broadbridge Heath

Committee members Present Were:

- Cllr Sarah Chandler (SC)
- Cllr Simon Leighton (SL)
- Cllr Edward McIennan-Murray (EMM)

Clerk: Lucinda Edwards
Deputy Clerk: Olivia Buck

Members of the Public: None
Press: None

R030/25	In the absence of the committee Chair, Cllr Chandler nominated Cllr McIennan-Murray to Chair the meeting, and this was seconded by Cllr Leighton.
R031/25	PUBLIC SPEAKING
	None
R032/25	APOLOGIES AND REASON FOR ABSENCE
	Apologies noted and agreed for Cllr Oliver. Cllr Luk was absent.
R033/25	MINUTES
	The Minutes from the Recreation Meeting held on Monday 10 th February 2025 were APPROVED .
R034/25	CHAIRMAN'S ANNOUNCEMENTS
	None
R035/25	CLERK UPDATE
	Officers reported that there has been notable litter and broken glass at the Neighbourhood Centre area, particularly noted the last week and it was AGREED for the Deputy Clerk to email the Neighbourhood Centre Management to raise this ongoing issue and highlight concern, particularly around the broken glass. It was NOTED to amend the grounds maintenance schedule wording to the following: change "arisings" to "cuttings/pruning's from the hedgerow" for the scheduled ditch clearance at the Village Centre.
R036/25	CONFIDENTIAL SESSION
	Members RESOLVED , in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the next item(s) of business on the grounds that they involve the likely disclosure of confidential information as defined in Part 1 of Schedule 12A of the Local Government Act 1972." Reason: Commercial discussions and negotiations. The committee moved into confidential session at 10.20am.
R037/25	The committee moved out of confidential session and resumed the public meeting at 11.10am.
	CHARRINGTON WAY PLAY AREA REDEVELOPMENT PROJECT
R038/25	Members considered and discussed the 2 tender responses received. It was NOTED although there were some merits, neither bid completely fulfilled the scope of the tender brief.
R039/25	The evaluations scoring matrix document was reviewed and AGREED . <i>(Proposed: SC, Seconded: SL – all agreed.)</i>
R040/25	Members NOTED the circulated officers report with considerations and recommendations and the next steps and options were discussed.

	Members NOTED further detail would need to be obtained by Officers to understand if resource support was required.
R041/25	Members NOTED the internal auditor response relating to procurement and Financial Regulations. The internal auditor confirmed that the Council's adopted financial regulations do not stipulate how many bids need to be received using the contracts finder process, so not requiring any variation to progress with appointment of a contract.
R042/25	It was AGREED to recommend to Full Council the following: <ul style="list-style-type: none"> • Withdraw the current tender document as it currently stands. • To re-tender, splitting the project into 2 specific lots: <u>Lot 1</u> – A new tender invitation for the £65k budget, funded through section 106 funds for the sports provision/MUGA. <u>Lot 2</u> – For officers to initially obtain an indicative quote for the re-surfacing of the circular existing play area and a new adjoining pathway. This, with a view to the second lot including a new Make Space for Girls provision to be situated on the current circular hard standing. • To delegate to Officers to proceed to issue the tender invitation for Lot 1 - the £65k MUGA project. • To consider resourcing for the project, noting the availability of such resource and costings.
R043/25	Members AGREED to delegate to officers to communicate with residents about the project progress to date, Section 106 funding and the aims of the improvements to the sport provision in the village and project scope.
R044/25	The following dates were NOTED : Spring litter pick event – date tbc Allotments Sub-committee meeting – Monday 24 th March at 7.30pm VE Day 80 – 8 th May Recreation and Environment Committee meeting – Monday 9 th June at 7.30pm Village Fete – Saturday 5 th July Members AGREED a future meeting may be required if indicative costings received allow for further project progression prior to the next planned Recreation and Environment Committee meeting.

The meeting closed at 11.30am