



BROADBRIDGE HEATH PARISH COUNCIL

Minutes of the online Extraordinary Parish Council meeting held on Wednesday the 8th of July 2020 at 7.30pm.

Present Were: Cllr Terry Oliver (Chair)

Cllr Geoff Clark
Cllr David Trangmar
Cllr Paul Wales
Cllr Emily McGowan

Cllr Christine Knight
Cllr Jeanne Coker
Cllr David Milbank
Cllr Ian Blunnie

Minutes recorded by : Clerk

Members of the Public: None

Press: None

E21/20 PUBLIC SPEAKING
None

E22/20 APOLOGIES AND REASON FOR ABSENCE

Apologies and reasons for absence were received from Cllr Hayles, Cllr Edwards and Cllr Potter.

Councillors **NOTED** the absences.

E23/20 DECLARATIONS OF INTEREST AND NOTIFICATION OF CHANGES

Cllr Wales declared an interest relating to the proposed tow bar purchase and installation.

E24/20 The Clerk updated members on the government guidelines related to the safe re-opening of the playparks following the closures due to Covid-19. All the relevant regulations and latest guidelines were presented and fully

discussed before coming to the various decisions. Members **AGREED** unanimously to re-open the Parish Council's 4 play areas subject to the agreed measures.

- E25/20** It was **AGREED** for the Clerk to complete the generic risk assessment document to include a section on Covid-19 measures, and circulate to members.
- E26/20** It was **AGREED** that the play areas should have a full operational inspection prior to opening.
- E27/20** It was **AGREED** that any costs incurred with the safe re-opening of the play areas should be funded from the emergency Covid 19 budget agreed at the Extraordinary Parish Council meeting held on 17th March 2020.
- E28/20** It was **AGREED** to schedule for the Environment Officer to attend an Operational Inspections course at the first opportunity up to a cost of £560.
- E29/20** Members were presented with details of a pay as you go software solution for recording and reporting on play area inspections. It was **AGREED** to proceed with the solution, purchasing £180 of credits, sufficient for 6 months of inspection recording across the 4 sites.
- E30/20** It was **AGREED** that no further signage would be required in addition to the previously approved re-opening signage, following the format of the HDC signage. It was **AGREED** to change to a red background.
- E31/20** It was **AGREED** to organise a one-off deep clean of the 4 play areas to a maximum total cost of £400.
- E32/20** To enable the Environment Officer to safely resume play area bin emptying, it was **AGREED** to proceed with the purchase of a trailer to the cost of £499 and to proceed with the purchase and installation of a tow bar on the Environment Officer's car at a cost of £250.
- E33/20** It was **AGREED** that subject to the below measures, the adult fitness equipment should be opened as soon as possible:
- Signage similar to the play area signage should be positioned at both sites with relevant guidelines. A3 size with green background.
 - The equipment should have a one-off clean
 - The equipment should have a safety inspection

E34/20 It was **AGREED** for the Clerk to exercise the delegated authority on any expenditure up to £500 as may be necessary to resolve any urgent issues relating to the Covid 19 pandemic.

E35/20 **DATE OF NEXT MEETING**
Monday 20th July 2020.

The meeting ended at 21:15.