

PUNCKNOWLE AND SWYRE PARISH COUNCIL

PLAYING FIELD ADVISORY COMMITTEE

Minutes of the meeting held at

17.30pm on 18st August 2022 at the Playing Field Grounds

Committee Members present at the meeting:

Chairman M Buckland, Councillors Geoff Fry, J Hunt, S Oliver.

In attendance, S Bowsher, Clerk. No members of the public.

1. PUBLIC TIME

No matters were raised.

2. APOLOGIES FOR ABSENCE

None.

3. DECLARATIONS OF INTEREST

None.

4. MINUTES OF THE PREVIOUS MEETING

The minutes of the last meeting on 14 April 2022 were accepted as a true record. AIF

5. MATTERS ARISING

Councillor Fry has purchased the wood for the repairs the fence and picnic table.

The clerk to see if replacement protective caps can be purchased for the monkey bar frame.

The repairs to the playhouse have been completed by Councillor Fry.

Councillor Buckland has cleaned the seal saw.

Cutting back the laurel hedge in the autumn – to be arranged.

It was agreed that a tree inspection should be arranged this winter, to include survey of trees overhanging the area as well as inside. Clerk to seek opinions from 3 tree surgeons on what needs doing and the cost.

6. PROTOCOL

It was agreed that any damage to the play equipment or play area should be reported to the clerk. If required, Councillor Fry has hazard tape and isolate areas. If repairs cannot be made immediately, clerk to report to insurer and ROSPA inspector, Ken Hussey, as appropriate. Agreed to forward the contact details for Ken Hussey to the Playing Field Committee.

7. Stella has produced a safety inspection book. Agreed that Councillor Hunt and the clerk will meet the safety inspector and review our process for carrying out checks.

It was agreed that weekly checks would be carried out on alternate months. Councillors Buckland and Fry Will complete August, Councillors Hunt and Oliver September, etc.

8. REVIEW OF TERMS OF REFERENCE

It was agreed that the terms of reference await review and update.

9. ROSPA REPORT & SITE INSPECTIONS - ACTIONS REQUIRED

- Wooden fence repairs – materials are in, work will be done soon.
- Picnic bench seating ditto above.
- The sign detailing the location in the event of accidents has still to be provided.
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10. DATE OF NEXT MEETING

The next meeting will take place in January unless anything crops up in the meantime.

The meeting ended at 6.30pm