

**PUNCKNOWLE AND SWYRE PARISH COUNCIL**

**PLAYING FIELD ADVISORY COMMITTEE**

**Minutes of the meeting held at**

**16.00pm on 27 October 2022 at the Playing Field Grounds**

**Committee Members present at the meeting:**

Chairman M Buckland, Councillors Geoff Fry, 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 18 August 2022 were accepted as a true record. AIF

**5. MATTERS ARISING**

Councillor Fry has repaired the fence and picnic table.

K Hussey has offered to bring some replacement protective caps for the monkey bar frame on his next visit.

Cutting back the laurel hedge will be carried out shortly by M Buckland and P G Fry.

**6. TREE MAINTENANCE**

The Clerk has been in touch with three companies regarding the trees. This generated requests that the Tree Inspection carried out in 2017 is updated. The clerk has requested this and is awaiting a response.

**7. LATEST SAFETY INSPECTION AND SIGNAGE**

Signage is still outstanding to provide the emergency services contact details, location (e.g. WhatThreeWords), and a Parish Council contact. K Hussey had suggested that a small noticeboard would be a good idea, which could be used to display this information. Agreed that P G Fry will talk to the Village Hall about who made theirs recently.

**8. NOTES FROM KEN HUSSEY ON WEEKLY INSPECTION**

Ken kindly came out to speak to Councillor Hunt and the Clerk on 21 August about the weekly inspection.

He provided advice for the weekly visual checks. This has been incorporated into the weekly inspection booklet by Councillor Oliver.

9. Four people have indicated that they are willing to take on the weekly inspection. It is preferable that these are carried out with two people. The clerk will get in touch with a view to starting the rota from November.

**10. REVIEW OF TERMS OF REFERENCE**

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

**11. ANY OTHER ACTIONS REQUIRED** – None at present.

**12. DATE OF NEXT MEETING**

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

The meeting ended at 16.40pm.