



SANDGATE PARISH COUNCIL
Minutes of a Land Assets Management Sub-Committee Meeting held on
Friday 10th January 2014 at 2.15pm

Present: Chairman
Councillors
Parish Clerk

Cllr Jan Holben
Robert Bliss and Tim Prater (*Cllr TP left at 2.45pm*)
A Oates

The meeting commenced at 2.15pm

No members of the public attended

1. **Apologies for absence** – Cllr R Grundy
2. **Declarations of Interest** – there was none.
3. **Minutes** – The Minutes of the meeting held on 7th November 2014 were submitted; it was proposed that they be approved and signed as a correct record.
Proposed by: Cllr T Prater
Seconded by: Cllr R Bliss
Agreed unanimously
4. **MUGA update and contractor's payment**
The clerk gave an update on the problem of the damaged tarmac due to the growth of a strong weed underneath the tarmac. She had discussed the matter with Steve Way and the contractor before Christmas. She had also had communication with an SDC officer regarding the weed. The officer had a good knowledge of the rec and sports area and had never seen the weed in the rec before. The cheque to the contractor re their last invoice had still not been posted; it was felt that the cheque should continue to be withheld until an urgent meeting was set up, first with Steve Way, then with the contractor, to include a site inspection.
5. **Grounds Maintenance update for 2013-4**
There was no update other than that all works were continuing as per the schedule and the new litter bins had been emptied.
6. **Military Road toilet block**
It was agreed that the best way forward was to obtain quotes from building companies for the removal of the building, the laying of a concrete base that could be used for a portable unit and to include a check of the foundations and underground storage area so that it could be used for storage of equipment etc. The specification should also include requesting a price for the installation of a portable building, with/without toilet facilities, and area for a catering kiosk. The clerk would draft the specification and send it to the LAM members for approval. The budget would be around £15,000; this would need to be agreed by full council. It was possible that a request for funding could be made to the county member.

7. Grounds maintenance for 2014-15

The clerk was currently drafting the specification; this would be sent round to members when completed, for approval.

8. Adult fitness equipment

- 8.1 Two quotations for a cardio bundle of eight items of equipment had been received – one for £9,995, or £9,000 without grass mat pads. This would include installation. The second quote for a similar bundle was £21,912. It was agreed that the first quote, from Caloo, was the most competitive.
- 8.2 Cllr JH had secured £2,000 from Ward members’ funds (£1,000 each from her and Cllr Grundy’s funds) and £2,600 from KCC, which left a balance of £5,395 (with grass mat pads) or £4,400 (without pads) to come from SPC. This would go to full council for approval.
- 8.3 The clerk was asked to set up a site meeting with Caloo.

9. Update on events at the Rec in 2014-15

- 9.1 As it was being recommended to full council that the total events budget be £4,500 and this would include events on the rec, the Christmas event and the cost of hiring portable toilets for the rec, Cllr JH felt that it was really only feasible to have two events in the summer, not three.
- 9.2 It might be possible to have SDC’s Play MAP, if this was still in operation.
- 9.3 The clerk was asked to make a schedule of events taking place this year in Sandgate. She would write to Sandgate Society, Chichester Hall Trust and any other groups/organisations requesting dates and event information to put into one overall events schedule. SPC could then help to promote these events and local businesses could also be informed.

10. LAM/AEP budgets 2013-14

- 10.1 The LAM/AEP budgets were circulated. Re the overspend on General Maintenance, it was proposed that £2,500 be vired from Contingency. It was agreed that the overspend on AEP Toilet Block be left until quotes are received (as per item 6 above).
- 10.2 The Roger De Haan Trust budget was circulated and discussed. There were no matters raised.
- 10.3 The Handyman budget was circulated – there were no matters raised.

11. LAM/AEP budgets 2014-15

It was agreed that these should remain as previously recommended.

It was proposed that all proposals and recommendations made at this meeting be taken forward to the Finance Committee

Proposed by: Cllr Jan Holben

Seconded by: Cllr Robert Bliss

All agreed

11 Information

There was no further information.

12. Date of next meeting – To be held before next Finance meeting, whenever that was decided.

The meeting ended at 3.35pm

Signed by the Chairman, Land Assets Management Sub-Committee

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Date.....