

BURSTOW PARISH COUNCIL

Minutes of the Properties & Projects Committee meeting of Tuesday 24<sup>th</sup> May 2022 held at the Centenary Hall, Smallfield

OPEN FORUM: No residents attended

Attendance: Cllrs Wates, Hale, Dodman, Bolton and Herwig

- 1 Cllr Wates proposed Cllr Bolton for Chairman of the Committee, seconded by Cllr Hale and carried unanimously
- 2 Apologies for absence received and accepted by Committee: Cllr Locke and Gilbert for reasons noted and accepted by Committee
- 3 Declarations of interest – either personal or prejudicial on any agenda item: None
- 4 Dispensation: None required
- 5 The minutes of Tuesday 22<sup>nd</sup> February 2022 were signed as a true record of the meeting
- 6 Matters arising from the minutes – for information only  
The clerk has emailed Surrey Highways for a start date on the Shipley Bridge speed survey commissioned by the Council. The officer replied saying she would chase the business support team and was aware team was short staffed leading to delays in invoices being sent out.  
Car Park Remarking  
Car park repairs/markings – One company attended and will submit a quotation. Cllr Bolton volunteered to ask the Dog & Duck pub who carried out their work.
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- 8 Jubilee Report – Cllr Herwig reported that preparations continue. Merchandise arrived and Cllr Herwig will set out a stall by the parade of shops next week. Cllr Herwig said that the Chair of Burstow FoBs suggested council begin selling before and after school tomorrow and Thursday as the School is planning a dress up/picnic on Thursday and parents might be keen to buy. As no one was available the Clerk said she would run the stall.  
Cllrs Herwig and Hale have worked extremely hard preparing the beds by the wishing well for the jubilee rose planting. They have also bought bedding plants to fill planters. The Clerk has ferried soil and compost from her and Cllr Locks gardens and the outside area is looking very neat and tidy.  
The Clerk informed Committee Angela Schwarz and her team would begin setting out the 'jubilee 'yarn bomb' toward the end of the week.  
Cllr Herwig contacted the Surrey Mirror; who agreed to run details of our event in the paper.  
Donna, Chair of FoBs and the Clerk will collect the school artwork display and the stage after 3pm on Thursday & Friday to have at the hall for the event. The school and church are also loaning tables for the weekend, Scouts will be holding a treasure hunt, the nursery a bouncy castle and a face painter will all offer entertainment for children. The Songmen, Barn dance, Fish & Chip van and bar have all confirmed their attendance.

- 9** The Clerk informed Committee that a second ‘break in’ had occurred on the caretaker shed. They obtained access by unscrewing the padlock and bolt hinges. Nothing had been taken as the equipment isn’t yet replaced. The shed has been in place for around 20 years so Committee unanimously agreed to replacing it with a metal shed similar to the tractor mower storage. There was no evidence of attempted access to that unit as it is much more secure. There is no intention of storing valuable equipment in the new shed once it arrives. A maximum budget of £2.250 was set for the shed and accessories and the Clerk instructed to organise.
- 10** To check and maintain or reassign areas of responsibility to Councillors  
Cllr Wates – Centenary Hall  
Cllr Locke – Hall and car park drainage  
Cllr Gilbert – Playgrounds It was agreed Cllr Hale and James Holland would be asked to assist Cllr Gilbert to explore new recreation activities and equipment the Council might offer residents  
Cllr Herwig – Hall gardens  
All Councillors – new equipment  
Dowlands Lane field – Cllr Dodman  
Keepers Corner Nature Garden and Car Park – Cllr Bolton
- 11** Items that Councillors would like to see on the next agenda

There being no further business the meeting closed at 7.40pm. The next scheduled meeting is due to take place on Tuesday 28<sup>th</sup> June 2022

Signed.....

Dated.....