

BURSTOW PARISH COUNCIL

Minutes of the Properties & Projects Committee meeting of Tuesday 24th January 2023 held at the Centenary Hall, Smallfield

OPEN FORUM: No residents attended

Attendance: Cllrs Bolton (Committee Chairman), Wates, Locke, Dodman, Hale, Gilbert and Herwig

- 1 No apologies required
- 2 Declarations of interest – either personal or prejudicial on any agenda item: None
- 3 Dispensation: None required
- 4 The minutes of Tuesday 22nd November 2022 were signed as a true record of the meeting
- 5 Matters arising from the minutes – for information only
Hall grounds work has been carried out, over three visits and is looking very good. The clerk will ask the contractor to cut back a little further the branches by the rear garden gates.
Hall car park – refurbishment has been carried out and is looking good. The bollards have also been inserted allowing the car park to be closed if required.
- 6 Coronation Working party update – Cllr Herwig reported that three meetings have now taken place and plans are progressing well. Mansell McTaggart have agreed to sponsor by placing sign boards at areas agreed by the Council and others. There will be a raffle with tickets being sold in advance to a 'lotter' licence is required. Burstow School will run a tombola and donate a percentage of the takings to the event costs. Merchandising has been ordered an, similar to the Jubilee, will be available to buy in the run up to the day. Horne Parish Council and the local church have joined with the parish for the event.
A bar has not yet been sourced. The company from last year did not make a profit and said no to this year's offer. Cllr Bolton confirmed her daughter would be happy to help run an 'in -house bar. She has had a lot of experience working in a local pub and is confident she can manage. Cllr Locke asked if the sport club have been asked if they would like to run a bar. The Clerk was asked to pass the working party contact details for the sports bar.
The event will run from 3 to 9pm on Sunday 7th May, at the Centenary Hall.
Cllr Gilbert stated that considerably more volunteers to run the event well so asked all to see what support they can raise.
Working party members will be going to see a band in Copthorne at the weekend to see a potential Coronation band. There is also another option of a single female singer to perform.
The fish and chip van is not coming back as the meal costs are quite high and they didn't sell enough produce. The group are looking into ideas of BBQ's, burger vans and similar instead. Cllr Locke suggested asking staff in the butchers to run a food stall. Cllr Bolton wondered if the butchers would provide BBQ meat on a sale or return premise.
- 7 To check and maintain or reassign areas of responsibility to Councillors
Cllr Wates – Centenary Hall – redecoration of the Outwood suite and corridor has been booked for August 2023. Once the nursery has closed a skip might be needed to clear rubbish.

Cllr Locke –Hall and car park drainage – since the petrol interceptor was emptied there have been no problems. The Clerk will arrange for it to be emptied every 18 – 24 months going forward.

Cllr Gilbert – no report

Cllr Herwig – Hall gardens – The cold weather has done damage and a few plants have died. She will review in spring and buy replacements where needed.

Dowlands Lane field – Cllr Dodman – all well

Cllr Bolton – she will visit the site when it is warmer and see what else needed doing.

- 8** Items that Councillors would like to see on the next agenda or request the Clerk to carry out

Cllr Hale asked if it would be ok to invite the police to speak at the annual parish meeting. She was told yes.

There being no further business, the meeting closed at 7.50pm. The next scheduled meeting is Tuesday 28th February 2023

Signed Dated