

BURSTOW PARISH COUNCIL

Minutes of the **Properties & Projects Committee** meeting of Tuesday 23rd November 2021 held at the Centenary Hall, Smallfield

OPEN FORUM: One member of the public attended, Mrs Cat Dodman

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

- 1 **Apologies for absence received and accepted by Committee:** Cllr Gilbert for reasons noted and accepted by Committee
- 2 **Declarations of interest – either personal or prejudicial on any agenda item:** None
- 3 **Dispensation:** None required
- 4 **Discuss and consider future plans, including budget allocation, regarding hall drainage -** Cllr Locke volunteered to take on responsibility for the hall drainage, including the car park
- 5 **Discuss and consider future plans, including budget allocation, regarding hall maintenance –** Cllr Wates volunteered to take on responsibility for hall maintenance
- 6 **Discuss and consider future plans, including budget allocation, regarding hall gardens –** Cllr Herwig, along with Mrs Linda Lodge, has taken on the community garden. Cllr Herwig has agreed to take on responsibility for checking if any work, plants or equipment are needed for both the Community Garden and the rest of the hall grounds.
- 7 **Discuss and consider future plans, including budget allocation, regarding new equipment requirements –** All Councillors will give the Clerk lists of any new equipment that is needed. A new push lawnmower will be needed relatively soon as the mechanic has said it is not cost effective to repair the current mower once it breaks.
- 8 **Discuss and consider future plans, including budget allocation, regarding hall decoration –** All Councillors agreed this would be included in Cllrs Wates remit for hall supervision.
- 9 **Discuss and consider future plans, including budget allocation, regarding allotment sites –** Cllr Gilbert will be asked if he would be willing to take on allotments and possibly playgrounds
- 10 **Discuss and consider future plans, including budget allocation, regarding Dowlands Lane field –** Mrs Dodman has volunteered to report back on the Dowlands Lane field as she lives close by

- 11 Discuss and consider future plans, including budget allocation, regarding Keepers Corner Nature Area** - Cllr Bolton agreed to take on responsibility for supervising the Keepers Corner nature garden and car park
- 12 Items Councillors would like listed for next agenda.** – Cllr Locke asked that roadside gully cleaning and litter picking be listed on the next agenda as he does not think it is being carried out as per the Tandridge schedule. Cllr Bolton said she saw the TDC team working by Cross Lane and Keepers Corner in the last few weeks. Cllr Hale asked that road sign cleaning be listed on the next agenda. She has said she will carry out a survey noting signs that are missing, damaged or facing the wrong way. A café working party meeting, made up of Cllrs Locke, Bolton and Hale will take place before Christmas. The Clerk was instructed to offer the hall for use as a Saturday market to Andrea Smith. The Clerk was asked to chase up a quote from Richard West for repairs to the car park drainage grills and to re-line the car park. Cllr Herwig mentioned she has seen recent provision of ‘community fridges to help combat food poverty. This seems to be linked to the Co-Op shops and run/managed by volunteers. She wondered if this is something that the parish council could do. Other Councillors had concerns about how this would be monitored to ensure food safety and that no one could interfere with the fridge contents.

There being no further business the meeting closed at 7.10pm. The next scheduled meeting is due to take place on Tuesday 25th January 2022

Signed.....

Dated.....