

ALDWICK PARISH COUNCIL

Aldwick Parish Offices, 88 Pryors Lane, Aldwick, West Sussex, PO21 4JF

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COUNCIL CHAIRMAN: Cllr Mrs L. Richardson CLERK/RFO: Sue Batey ASST CLERK: Mary Halpin

MEETING OF THE AMENITIES COMMITTEE

I hereby give you Notice that a meeting of the Amenities Committee of Aldwick Parish Council is to be held on **Monday, 25th March 2019 at 6.30pm** in the Parish Offices and all members of the committee are hereby summoned to attend.



Parish Clerk

Dated: 18th March 2019

Attention is drawn to the requirement for all Councillors to make a declaration of personal/prejudicial or pecuniary interest that they may have in relation to items on this agenda. They are reminded to make any declaration at any stage through the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.

AGENDA

1. Apologies for Absence
2. Declarations of interest by members.

Members and officers are invited to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on the agenda, and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent. Members and officers should make their declaration by stating:

 - a) the item they have the interest in
 - b) whether it is a pecuniary, personal and/or prejudicial interest
 - c) the nature of the interest
 - d) if it is a pecuniary or prejudicial interest, whether they will be exercising their right to speak under item 6.
3. To approve the minutes of the Amenities Committee Meeting held on Monday, 11th February 2019.
4. Any matters the Chairman wishes to lay before the Committee relevant to Amenities for information.
5. Clerk's Report and Actions.
 - 068.18a Council (min no: 152.18c) carried. The Clerk has written to Age UK stating that this sort of initiative should not be fully funded at a Parish/Town level as the amount requested could not be sustained and that Age UK West Sussex should be advised to apply for Discretionary Grants within the area.
 - 069.18a Council (min no: 152.18c) carried. To supply 26 sessions (£300 each session) of Play Rangers during the spring and Summer School holidays 2019 for a cost of £7,800.
 - 070.18a Council (min no: 152.18c) ratified. To retrospectively approve the following urgent Health and Safety work costs; 7 x Emergency lighting replacement and 2 x LED outside lights at a cost of £455.00.
 - 071.18a Council (min no: 152.18c) ratified. To retrospectively agree the following urgent Health and Safety work costs;
Supply and complete maintenance log and test / takeover certificate along with storage folder
Supply and fit 'Push Bar To Open' sign for fire exit door as per regulations
Remove unwanted / faulty exterior floodlights from around the building as per request
Replace 2x emergency lights in the hall and stairs that have failed the 3 hour test with 2x emergency and combined light units. Replace 2x emergency lights in the upper offices that have failed the 3 hour test at a cost of £335.00.
 - 073.18a Council (min no: 152.18c) carried. That Lowen Electrical Services will now maintain and certify annually the Emergency Lighting for the Parish Council building.
 - 074.18a Council (min no: 142.18c) carried. That both Parish building toilets are refurbished to an approved DDA standard. It was also carried to delegate the authority to accomplish the project to Cllr Mrs Coppard, Cllr Smith and the Clerk up to a budget of 8k.
 - 075.18a Council (min no: 142.18c) carried. That an external gas supply is connected to the Parish building using a national network distributor and that the Clerk has delegated authority to accomplish this project within a budget of 3.5k. Current quote; £2742.86.

- 076.18a Council (min no: 142.18c) carried. To the supply and installation of 1 x 40kw boiler and 12 x radiators and all associated fixtures & fittings to the Parish building. Members will be aware that the Parish Council has been awarded a Big Lottery Fund grant of 8.5k for the Aldwick Community Heating Project and that the total costs of the project are approx. 10.5k. Council agreed that delegated authority is given to the Council Chairman, the Chairman of Amenities, the Chairman of Finance and the Clerk to complete the project with a budget up to 10.5k which includes the 8.5k grant.
- 077.18a Council (min no: 142.18k) carried. To apply any building insulation works that may be required up to a budget of £1.650.
6. To receive:
Questions; from members of the public.
Representations; from any Councillor who has a prejudicial interest in any of the following agenda items.
7. To agree to purchase under the Amenities Committee Terms of Reference and Delegated Powers, Budget Code 24 - 2 x drop down parking posts to safeguard the Parish Car Parking facility at a cost of £278.00 excluding VAT.
8. To agree to purchase under the Amenities Committee Terms of Reference and Delegated Powers, Budget Code 24 – 3 x Parking restriction information signs for the Parish Council to safeguard the Parish Car Parking facility up to a cost of £600.00 and authorise the Clerk and Cllr Mrs Coppard to complete the project.
9. To agree to purchase under the Amenities Committee Terms of Reference and Delegated Powers, Budget Code 24 – 3 x Aldwick Parish Council building signs up to a budget of £600.00 and authorise the Clerk and Cllr Mrs Coppard to complete the project.
10. To receive reports and updates on:
a. Footpaths
b. Allotments.
c. Ditches/Drainage
d. Anti-Social Behaviour issues.
e. Avisford Park/Westmeads Public conveniences
11. To receive updates from the following working groups;
a. Heating Working Group
b. Council Facilities Working Group
12. Correspondence for the Amenities Committee.

Date and time of next meeting: TBA

Meetings of the Committee are open to the public

Note that attachments are not distributed with copies of the minutes but are available for inspection with the master copy of the minutes in the Council offices.