



EAST WITTERING & BRACKLESHAM PARISH COUNCIL

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MINUTES OF THE ASSETS AND OPEN SPACES COMMITTEE MEETING HELD ON 23rd APRIL 2019 COMMITTEE MEMBERS

PRESENT: Cllr T Dixon APOLOGIES: Cllr M. Lawson
Cllr. B. Reeves Cllr D. Banks

IN ATTENDANCE: Mrs. S. Tate (Parish Clerk)
Mrs. L. Kennard (Assistant Clerk)

19.22 **Declarations of Interest**

None

19.23 **Minutes of the meeting held on 23rd March 2019**

The minutes of the meeting held on 23rd March were confirmed as a correct record and signed by the Chair.

19.24 **Matters Arising**

None

19.25 **Budget Monitoring**

The committee considered the current budget monitor and noted that as it was the first month of the new financial year, there was not much to report at this stage. The assistant Clerk advised the committee that bookings remain strong, with two new classes due to start; a Baby Reflexology class, starting in the Autumn, and an additional class to be run by Heartspace.

19.26 **Football Club Update**

The Clerk had met with the officers from Wittering United for a post-season review. The football club had requested that a series of pitch improvement works be undertaken before the start of the new season in September. The Clerk has requested that the football club draw up detailed specifications of the works required and seek quotations from three suppliers so that the Council could consider the request at their June meeting.

19.27 **Bracklesham Barn Update**

The Clerk advised the committee she had received quotations to move the defib cabinet from the side of the building to the front, which would cost £150.00 plus parts. The committee agreed to go ahead with the proposal.

Action: Clerk to arrange relocation of de-fib cabinet.

19.28 **Bracklesham Park Update**

Cllr Reeves requested that the bushes alongside the large ditch on the Southern boundary be trimmed.

Action: Clerk to speak to Park Maintenance Contractor to arrange works.

19.29 **Downview Update**

Cllr Reeves requested that basic works be completed at the Pavilion as soon as possible to allow it to be used for Summer Holiday Sports activities if required.

The final snagging meeting for Downview Hall is due to take place on Wednesday 8th May. The Clerk had raised the issues with the bund, condition of the field and concerns regarding the margins of the Car Park with the access lane to the garages at the rear of Downview Close

Action: Clerk arrange basic clearance and cleaning of the Pavilion

19.30

Booker Green Update

Stone clearance was booked in for Tuesday 21st May.

19.31

Urgent Matters Not Covered Elsewhere on the Agenda

Next LBA meeting is on Monday 29th April to discuss the Spring fete.

Signed _____ **Date** _____

Action	Responsible
Action: Clerk to arrange relocation of de-fib cabinet at Bracklesham Barn.	Clerk
Action: Clerk to speak to Park Maintenance Contractor to arrange works to trim bushes on Southern boundary.	Clerk
Action: Clerk arrange basic clearance and cleaning of Downview Pavillion.	Clerk