



EAST WITTERING & BRACKLESHAM PARISH COUNCIL

MINUTES OF THE ASSETS AND OPEN SPACES COMMITTEE MEETING HELD ON 1st NOVEMBER 2021 at 2.00pm AT BRACKLESHAM BARN.

Present:

Richard Ford (RF)
James Salamon (JS)
Alan Witcher (AW)
Doug Holden (DH)

Apologies: Brian Reeves (BR)

Also in attendance:

Sam Tate, Parish Clerk
Leah Kennard, Deputy Parish Clerk
Cllr. P. Kensington

21.26 **Nomination of meeting Chairman**

Cllr. Holden was nominated to Chair the meeting in the absence of Cllr. Reeves.

21.27 **Declarations of interest**

None

21.28 **Minutes of the meeting held on 2nd August 2021**

Agreed

21.29 **Bracklesham Barn Update**

1. The industrial dishwasher in the barn was no longer functional as the heating element was not working. The washer is not well used as most hirers just hand wash their items. The Clerk proposed that the unit be removed and replaced with a standard more user friendly domestic-style dishwasher instead.

*The committee **RESOLVED** to agree replacement of the broken industrial dishwasher with a standard domestic dishwasher with a quick wash program, for a maximum cost of £500 + VAT to include any plumbing adjustments to the current set up. Exact model to be specified depending upon price, stock availability and delivery timescales at time of ordering.*

DH offered to speak to a trade contact re. providing a quote for a suitable model.

2. Upgrade to community room AV equipment to make it suitable for hybrid and virtual meetings.

*The committee **RESOLVED** to approve the replacement of the community room equipment up to a maximum of £1500 + VAT. Final supplier to be confirmed upon receipt of updated quotations from MJ Visual and Cox 21st Century.*

3. Upgrade to large hall AV equipment to modern digital standards.

*The committee **RESOLVED** to approve replacement of main hall room equipment up to a maximum of £16,000 + VAT using S106 community facilities funds. Final supplier to be confirmed upon receipt of updated quotations from MJ Visual & 21st Century.*

21.30 **Bracklesham Park Update**

The Clerk was still awaiting the quotations from Greenbelt for clearance of the main boundary ditch. Clearance of the other hedges and ditches is booked in for 9/11/21, with 16/11/21 as a reserve date if weather is inclement.



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21.31 **Downview Update**

The committee were asked to consider the following items for inclusion in the tender documents for the skatepark:

- a. Appropriate standards to be incorporated into the design specification.
- b. Requirements of the supplier to achieve planning permission.
- c. Scope of the public consultation.
- d. Assistance required in fundraising

*The Committee **RESOLVED** to form a working group to look at this in more detail – to be comprised of all members. To meet prior to next full council meeting and report back to council on 11/11/21.*

21.32 **Booker Green Update**

The missing post by Barn Walk has been replaced with a concrete post.

21.33 **Urgent Matters**

None

Signed _____

Date _____