

**MINUTES OF PLAYING FIELD COMMITTEE MEETING 21st FEBRUARY 2022  
IN RUNWELL VILLAGE HALL AT 7.00PM**

**IN ATTENDANCE:** - Chair Mr P Clark; Messrs: Redway, Rogers & Sloane; Mesdames Ellis, Evans & Payne. Present Cllr Mrs G Gould.

**Minute 164 Apologies:** Mrs D Hutson & Mr K Tarplett – Apologies accepted.

**Minute 165 Declarations of Interest:** None declared

**Minute 166 Public Toilets**

The Committee discussed the size and layout for a prefabricated toilet block to be located adjacent to the overflow car park together with the base and access paths. Draft design and specification to be presented to Full Council on 6<sup>th</sup> February 2023 for further consideration.

**Minute 167 Plantation Maintenance**

The Clerk informed the committee that she was awaiting a response from Paul Van Damme & David Ford from Chelmsford City Council.

**Minute 168 Annual Safety Inspection Report**

1. The annual safety inspection report from the Play Inspection Company highlighted an issue requiring attention – this will be referred to Kompan for repair/action.
2. Kompan Quotation received for the continuation of triannual inspections 23/24 (to include basic maintenance and reports on the play equipment) in addition to the Annual Safety Inspection. The Committee recommend to the Full Council to continue with the inspection programme at the cost of £170.66 plus VAT per visit.

**Minute 169 Runwell Shed Report**

Meeting arranged 8<sup>th</sup> February 2023 12.30 at Runwell Village Hall, between Louise Gambardella (Essex Shed Network) Terry Horsley and the Parish Council to discuss Runwell Shed. A further advert for new members to be placed in the next edition of the Runwell Roundabout.

**Minute 170 Grass Cutting Contract 2023**

The committee considered the new quotation from B F Ground Maintenance Ltd, the price for the fortnightly cuts between April – October has almost doubled. Clerk to get more information on the increase and details of what is included per visit. The annual charge for cutting the boundary hedges and vegetation has not changed. Deferred to next Full Council meeting 6<sup>th</sup> February 2023.

**Minute 171 General Maintenance**

- Path around Pavilion building and ramp to Runwell Shed. Existing path needs to be removed and replaced. Specification to follow.
- 1.8 acres – Site visit required and maintenance to be agreed.
- Hard Play – No issues at present, surface may need replacing in future years.
- Car Park – Area to be designated for Blue Badge Spaces.

**Minute 172 Questions/Other**

1. Park benches – further to the fire damage in 2022 replacements to be ordered.
2. Groundsman attendance discussed. Time sheets and inspections reports needed.

Meeting closed 8.10pm