DRAYTON PARISH COUNCIL
OPEN SPACES & PROPERTY COMMITTEE MEETING

Minutes of the meeting of the Open Spaces & Property held on **17th October 2024, 7:00pm** at King George V Pavilion, Drayton High Road, Drayton, Norwich, NR8 6AW.

Present: Cllrs. J. Anderson (Chair), C. Brown, G. Everett, T. Lee, K. Morgan.

In attendance: Amy Pinkham, Parish Clerk & RFO, 0 members of the public.

Meeting opened: 7:01pm

MINUTES

1. **To receive apologies and consider acceptance for absence.**

   Apologies received and accepted for Cllr. A. Crotch and Cllr. N. Quinsey. The Committee agreed Cllr. J. Anderson would preside the meeting in the absence of the Chairman.

2. **To receive declarations of interest on matters to be considered at the meeting and consider requests for dispensation.**

   None.

3. **To receive minutes of the meeting of the Open Spaces & Property Committee held on 4th July for approval [OSP1].**

   The minutes were **AGREED** as an accurate record of the meeting and signed by the Chairman.

4. **To receive any questions or comments from members of the public on matters on the agenda.**

   None.

5. **To receive Clerk's Report on Committee matters arising from previous meetings [OSP2].**

   The Committee noted the report with no further questions or comments.

6. **To receive statement of receipts and payments to date and explanation of material variances comparing planned and actual expenditure [OSP3].**

   The Committee received the report with no further questions or comments.

7. **To note update on the Pitch Maintenance Programme and consider recommendations [OSP4].**

   The Committee **AGREED** to accept the grant offer to be signed by the Parish Clerk and Deputy Clerk.
   The Committee **AGREED** to appoint the Deputy Clerk and the Parish Ranger as the two representatives to complete the required course as a pre-claim condition.
   It was noted that it would be helpful to publicise the maintenance programme in the community.

8. **To note update on 3g Pitch Management and consider recommendations [OSP5].**

   The Committee **AGREED** to undertake a full review of the management of the 3g pitch as presented.

The Committee **AGREED** to recommend an Earmarked Reserve for 3g income for approval by Council at the annual budget meeting.

9. **To receive feedback from Larry Gray Fair and consider recommendations [OSP6].**

   The Committee **AGREED** to undertake a review of the arrangements for the Larry Gray Fair as presented and to notify the complainants accordingly.

10. **To receive draft Hire Charges for 2025-26 and consider recommendations for amendment [OSP7].**

    The Committee **AGREED** to recommend the 2025-26 Hire Charges as presented for approval by Council at the annual budget meeting subject to a comparative review of rates at similar facilities.

11. **To receive draft budget for 2025-26 and consider recommendation for approval by Council [OSP8].**

    The Committee **AGREED** to recommend the 2025-26 budget for Open Spaces and Property Committee as presented for approval by Council at the annual budget meeting subject to the following changes; to double the mole provision for both KGV and Longdale, to remove cricket nets and replacement bollards, to allocate £2,500 budget for play goals and £1,000 budget for car park consultancy fees and £250 budget for soil bin, to transfer £5,000 towards pitch improvements and transfer £10,000 towards replacement play area costs and transfer £8,000 towards 3g surface replacement.

12. **To note exchange of information**

    The Committee noted it thank to Cllr. J. Anderson for chairing the meeting.

13. **To note the date and time of the next meeting is scheduled to take place on Thursday 23rd January 2025 at 7:00pm at KGV Pavilion.**

    Noted.

Meeting closed: 8:48pm