

BURES SPORTSGROUND COMMITTEE

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Notice of Sportsground Committee Meeting

The Press & Public are welcome to attend

Dear Member

You are hereby summoned to attend a meeting of the Bures Sports Ground Committee on Thursday 4th July 2024 in the **Committee Room**, Bures Community Centre at 7.30pm.

Please enter via the back door. Do not go through the Polling Station in the Garrad Room, thank you.

AGENDA

1. **Appointment of Chair**
2. **Appointment of Vice-Chair**
3. **Apologies for absence**
4. **Register of Interests and Dispensation Requests** To receive any 'Pecuniary' and 'Non-pecuniary' interests and Dispensation requests
5. **Public Forum** 15 minutes maximum public participation. 3 minutes for individual contributions unless agreed by the Chair. The public are invited to give views and question the Committee on issues on this agenda, or raise issues for consideration of inclusion at future meetings.
6. **Minutes** Minutes of the meeting of 9th May 2024 to be confirmed and signed as a correct record (previously circulated).
7. **Matters arising** which do not appear elsewhere on the agenda
 - a. ASB
 - Friday 14th June
 - The Porch Project
 - Next dates
 - New Community Policing Team
 - Mobile CCTV Update

- PSPO update
- b. Insurance Update

8. Car Park

- a. Car park repair work - date
- b. Fencing – Proposed date to commence works
- c. Plug-in Suffolk EV Charging

9. Skateboard facility project

10. Football Club Matters

11. Cricket Club Matters

- a. Request to the rent waived
- b. Britten's Bites power

12. Tennis Club Matters

- a. LTA membership
- b. PSS maintenance visit – report back
- c. Noticeboard by sports courts – to be discussed at the end of the year.

11. Correspondence

- a. Wharf Lane repairs
- b. Black Ford in Car Park
- c. Britten's Bites Food van
- d. Defecating on the skateboard ramp
- e. Lifebelts

12. Events / Bookings

- a. BMF 2024 – update
- b. Feedback from Pilates, Paddleboard and Pizza evening
- c. White Gold Fish & Chip Van – trial period
- d. Britten's Bites - parking

13. Finance

- a. Audit
 - BB Business Associates
 - Internal Audit Meeting – October date
- b. Finance & Budget Monitoring Report – circulated
- c. To note bank reconciliation report and verifying bank statements – circulated to be signed by Chairman and non-signatory member.
- d. Review of Clerk's hours
- e. Asset Register update

14. Policies

- a. Child Protection/Safeguarding Policy
- b. Risk Assessment update

15. Sports Ground Inspections and maintenance

- a. Councillor's report – Cllr Fairbairn
- b. To report on items raised from previous inspections.
- c. Items requiring maintenance
 - Zip line platforms
 - Picnic benches + tightening of fixings
 - Nest swing hanging ropes
- d. Maintenance checks
- e. Volunteer jobs

16. To report on Contract works

- a. To report on works completed: grass cutting, grounds maintenance
- b. Operational Inspection reports - circulated
- c. Items from the Annual Play Equipment Inspection – Pikes Marsh play area gate

17. Brief information & exchange for next agenda items

Date of next meetings: 12th September 2024 to be held at Bures Community Centre, Nayland Road at 7.30pm

Future dates booked: 14th November 2024, 9th January 2025, 13th March 2025

Signed: *Georgie Turner*

Dated: *26th June 2024*