

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 12th September 2024 in the **Committee Room**, Bures Community Centre at 7.30pm.

AGENDA

- 1. Apologies for absence**
- 2. Register of Interests and Dispensation Requests** To receive any 'Pecuniary' and 'Non-pecuniary' interests and Dispensation requests
- 3. 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.
- 4. Minutes** Minutes of the meeting of 4th July 2024 to be confirmed and signed as a correct record (previously circulated).
- 5. Matters arising which do not appear elsewhere on the agenda**
 - a. Wharf Lane
- 6. Anti-social behaviour**
 - a. Incidents
 - b. Mobile CCTV & PSPO Update – Meeting notes
 - c. Eyes Artwork Project
 - d. Dog fouling

7. Projects

- a. Skateboard project
- b. A-frame picnic benches

8. Car Park

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

9. Football Club Matters**10. Cricket Club Matters****11. Tennis Club Matters**

- a. LTA membership

12. Correspondence**13. Events / Bookings**

- a. BMF 2024 – update
- b. Coracle Event – update
- c. Steel bones - update
- d. Sudbury 2 Sea – update
- e. White Gold Fish & Chip Van – Trial period review
- f. Brittens Bites – Trial period review

14. Finance

- a. Finance & Budget Monitoring Report – circulated
- b. To note bank reconciliation report and verifying bank statements – circulated to be signed by Chairman and non-signatory member.
- c. Asset Register update – New benches
- d. Bank details updated
- e. Play equipment inspection payment

15. Audit Matters

- a. Internal Audit 2023-24
 - BB Business Associates Engagement Letter
 - Internal Audit Meeting – October date
- b. External Audit 2023-24

16. Policies

- a. Child Protection/Safeguarding Policy

17. Sports Ground Inspections and maintenance

- a. Councillor's report – Cllr Shackell
- b. To report on items raised from previous inspections.
- c. Items requiring maintenance
 - Zip line platforms
 - Nest swing chains fitting
- d. Maintenance checks
- e. Volunteer tasks
 - Coronation shelter, park benches

18. 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

19. Brief information & exchange for next agenda items

Date of next meetings: 14th November 2024 to be held at Bures Community Centre, Nayland Road at 7.30pm

Future dates booked: 9th January 2025, 13th March 2025, 8th May 2025, 10th July 2024

Signed: *Georgie Turner*

Dated: *7th September 2024*