

Parish Clerk
The Parish Office, The Triangle,
Willingdon
East Sussex BN20 9PJ



Office Hours 9 am to 1 pm
Monday to Friday

Telephone: 01323 489603
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willingdonandjevingtonparishcouncil.co.uk

www.willingdonandjevington.org.uk

To Chairman and Members of the Recreation Committee: -

Councillors: Ian Nisbet (IN), (Chairman), Ben Clennell (BC), Howard Coote, (HC),
Fran Pritchett (FP), John Pritchett BEM (JP), Ruth Sheppard (RS), Daniel Shing (DS), Ryan Weedon (RW).
(With copies to other Members for information)

You are summoned to a meeting of the **RECREATION COMMITTEE** to be held on
MONDAY 29th January 2024 at 7.30pm
at the Willingdon Hub Library, Coppice Avenue, Willingdon.

Signed: *N. Williamson*

24th January 2024

Nicola Williamson (Parish Clerk to Willingdon and Jevington Parish Council)

Members of the Public have a right and are welcome to attend.

The Press and the Public are reminded that they must contact the Clerk to request the meeting details if they have a question about the agenda. Meetings may be recorded in line with the protocol agreed by the Parish Council (copies available on request).

1. Apologies, Councillors not present and notification of substitutes.
2. To accept the minutes of the meeting held on Monday 11th November 2023.
3. Declaration of interests: To receive notice of declarations of personal and prejudicial interests in respect of items on this agenda.
4. Public question time – to deal with any questions from members of the public relating to items on this agenda.
5. Cricket and Football Clubs.
6. Update on Brodricklands & Hamlands Farm Sports Facilities.
 - i) General Update.
7. Huggett's Lane Recreation Ground.
 - i) General Update.
8. Tott Yew Recreation Ground.
 - i) General Update.
9. Jevington Recreation Ground.
 - i) General Update.
 - ii) Cricket Club.
10. Wealden District Council Playing Pitches and Open Spaces Strategy.
11. Income & Expenditure.
 - i) Income and expenditure to date
12. Risk management – to consider the effects (if any) arising from items on the agenda.

13. Any urgent items – for noting or referral to next agenda for Council or the appropriate committee.

14. Confirm the date of the next meeting TBC.

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The minutes of the **RECREATION COMMITTEE** held on **Monday 11th November 2023**
At the Willingdon Hub Library, Coppice Avenue.

Present: Cllrs Ian Nisbet (IN) (Chair), Ben Clennell (BC), Howard Coote (HC), Fran Pritchett (FP), John Pritchett BEM (JP), Daniel Shing (DS).

In Attendance: Nicola Williamson – Parish Clerk (NW).

<u>Item</u>	<u>Subject</u>	<u>Action By</u>
R23/41	<u>Apologies, Councillors not Present and notifications of substitutes</u> There were apologies from Cllr R Sheppard who was unwell. These were NOTED.	
R23/42	<u>To accept the minutes from the meeting held on Monday 14th August 2023</u> RECOMMENDED: To accept the minutes of Monday 14 th August 2023, as an accurate and true record, and these were signed by Cllr Ian Nisbet (Chair).	
R23/43	<u>Declarations of interest</u> All Councillors declared an interest in items relating to Huggett's Lane Recreation Ground as trustees. The Clerk granted a general dispensation to allow discussion on Huggett's Lane Recreation Ground. Cllr D Shing declared an interest in R23/47 (ii).	
R23/44	<u>Public Question Time</u> There were no public questions.	
R23/45	<u>Cricket and Footballs Clubs</u> NW reported there had been no reports from the Football Clubs for the meeting, but Brian and Janice Kensett had just emailed a brief report for the Members. They are pleased with the standard of cleaning in the Pavilion, but they feel like it needs a bit of a spruce up. Members AGREED for NW to meet with Dave Miles to arrange for some decorating to be carried out when the Pavilion is not in use. To date the seniors have only played six matches due to the weather conditions. They thanked the PC for its continued support.	NW
R23/46	<u>Update on Brodricklands and Hamlands Farm Sports Facilities</u> i) General Update	

	<p>The Clerk's report was NOTED. Cllr Nisbet reported that a site visit had taken place on Friday 10th November with Jamie Low and James Pugh from Barrett's David Homes, followed by a meeting to discuss the Pavilion specifications. The meeting went well and was very informative. A Large Development Sub-Committee Meeting is to be arranged for Monday 20th November. Jamie Low to send NW the updated plans and spec for the meeting.</p>	NW
<u>R23/47</u>	<p><u>Huggett's Lane Recreation Ground</u></p> <p>i) <u>General Update</u></p> <p>Dave Miles had to carry out some emergency fence repairs in the recreation ground that borders on a bungalow in Wenthill Gardens. The fencing had fallen into the resident's garden due to the hedging being overgrown and the fence posts have collapsed. The hedging has been cut back, ready for regrowth next year and the fence repaired temporarily until he can install the new piece of fencing in the better weather.</p> <p>NW reported that some residents are still asking for the bench in the play area to be turned around, but Dave Miles has explained this would be a lot of work as the base had been concreted into the ground. The Members AGREED for NW to purchase another bench for the play area.</p> <p>ii) <u>Concrete Base by Gate – To choose a Contractor</u></p> <p>The Clerk's report was NOTED. The pedestrian gate nearest Seven Sisters Road is continually flooded during the winter months making it unusable. Three quotes were supplied to the Members to decide. It was AGREED to award the works to JF Construction & Son Ltd. NW to contact the company and schedule in the works for as soon as possible.</p>	NW
<u>R23/48</u>	<p><u>Tott Yew Recreation Ground</u></p> <p>The Clerk's report was NOTED.</p> <p>i) <u>General Update</u></p> <p>This is still being well used by dog walkers and the play area is well used by families with young children.</p> <p>ii) <u>New Play Equipment</u></p> <p>The new inclusive play equipment has now been installed and good feedback has been received from residents. A new bridge has now been ordered and a few minor repairs left to be carried out later in November/December.</p>	
<u>R23/49</u>	<p><u>Jevington Recreation Ground</u></p> <p>i) <u>General Update</u></p> <p>Cllr Clennell gave a verbal report from Will Kirkman regarding the outstandings works to be carried out to the Pavilion to finally complete all the works. This includes finishing the changing rooms and some building works outside alongside the Pavilion. One quote had already been received and two more were being sought. Members AGREED for the works to be carried out within the budget that has been allocated to the project. Cllr Clennell also reported that a bench by the Memorial Hall is completely dilapidated and needed replacing due to safety issues. To be discussed at the next Amenities meeting. Will Kirkman would like to hold a red ribbon opening ceremony once all the works have been completed and would like Chair John Pritchett BEM to cut the ribbon. Will Kirkman would also like to put a plaque on the Pavilion acknowledging the PC financial support over the years.</p>	

	<p>ii) <u>Cricket Club</u></p> <p>Nothing to report</p>	
<u>R23/50</u>	<p><u>To consider what facilities are needed from S106 monies/CIL monies.</u></p> <p>Cllr Nisbet thought it was a good idea to have a discussion and consider various recreation facilities that are needed in the village. Members discussed the idea of benches in the new Meadowburne Place Sports Ground, the Flower Meadow behind the ground and a possible tennis court too.</p>	
<u>R23/51</u>	<p><u>Budget for 2024 – 2025</u></p> <p>i) <u>To agree and accept the budget</u></p> <p>The Clerk's report was NOTED. Members discussed the proposed budget and then AGREED to RECOMMEND to Finance and General Purposes Committee the proposed Budget for 2024 – 2025.</p>	
<u>R23/52</u>	<p><u>Income and expenditure</u></p> <p>i) <u>Income and expenditure to date</u></p> <p>The Clerk's report was NOTED and Members AGREED the Finances were all good.</p>	<u>NW</u>
<u>R23/53</u>	<p><u>Risk Management</u></p> <p>None</p>	
<u>R23/54</u>	<p><u>Any urgent items</u></p> <p>Cllr J Pritchett reported that the Willingdon 1st Scouts would be providing the burger tent next year at MITP. NW reported that Cllr Sheppard had sourced a burger van company as a back-up plan.</p>	<u>NW</u>
<u>R23/55</u>	<u>Date of the next Meeting – Monday 29th January 2024</u>	<u>NW</u>

Meeting finished at 8.22 pm.

Signed (Chairman).....

Date.....

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Clerk's report for Recreation Ground Committee Meeting, Monday 29th January 2024

Item 5. Cricket and Football Clubs.

All going well with no complaints at the moment.

The Senior Football Team has reported the following:

"As far as the football is going, we are mid table in both divisions and this season's results have been better than last season, the only drawback we are finding it difficult with both teams to put out the same team every week, which is why results vary and this is mainly due to work & family commitments.

We would say the pitch is looking good & playing well and although the grass is a little long, this could not be avoided towards the end of 2023 due to weather conditions. However, it has helped in not cutting up the pitch."

The Junior Football have reported they are hoping to start playing football again at Huggett's Lane in the next couple of weeks.

They would like to let Members know that the Juniors and Seniors would still like to have the new Brodricklands Sports Ground as the permanent home ground. Would Members consider this request.

The Polegate Grasshoppers Football team have been making enquiries if it could their home ground.

Item 6. Update on Brodricklands & Hamlands Farm Sports Facility.

On Friday 10th November the Large Development Sub-Committee met with the Barratts/David Wilson Homes (BDW) Team to have a site walk to the land where the Pavilion and football pitches will be.

The ground has been built up and grass seed put down which will need a year to settle. It was good to see the progress and the installation of the concrete bridge.

There was a meeting afterwards with Jamie Low and James Pugh from BDW to work through the Pavilion specifications and increased price costs. This was a productive meeting and each item was discussed.

There will be no need for fencing around the land as the land is raised up and surrounded by ditches. There has been contact with the Environmental Agency (EA) to establish who will maintain the ditches, but EA are adamant it is not them. A meeting with them to discuss the matter further has been requested.

The CIL Sub-Committee has recently had a meeting to allocate and reserve CIL funds to help fund the Pavilion and sports ground. This will be recommended to the Finance & General Purposes Committee which will be

arranged shortly, before then Full Council. BDW are preparing the updated Heads of Terms to also be agreed and signed.

Item 7. Huggett's Lane Recreation Ground.

i) General Update.

Dave Miles must finish replacing the broken fencing next to Wenthill Gardens, this will be carried out as soon as the weather is better.

Works by the pedestrian gate nearest Seven Sisters Road have now been completed. Residents have reported how pleased they are with the work.

Dave Miles and I met at the Pavilion to discuss decorating the Pavilion, which includes the filling of cracks especially around the windows. He is going to provide a quote which he has estimated about £3000 so I will source another two quotes.

Item 8. Tott Yew Recreation Ground.

i) General Update.

This is always well used by dog walkers and the play area is well used by families with young children. A new bench has been purchased to replace the broken one in the recreation ground.

A resident has asked if a new bench could be placed in the far corner of the recreation ground bordering onto the back gardens of Coppice Avenue and Downs Valley Road. The resident would be happy to contribute towards the costs.

Item 9. Jevington Recreation Ground.

- i) Work to the sports club is being carried out now and it is intended to be completed by April for the Summer season.
- ii) Cricket Club – Nothing to report.

Item 10. Wealden District Council Playing Pitches and Open Spaces Strategy.

For Members to have a look at the strategy online and for the PC to report to WDC the status of facilities to see if WDC can help if needed.

Item 11. Income & Expenditure.

- i) Income and expenditure to date – attached.

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Detailed Income & Expenditure by Budget Heading 24/01/2024

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
200 Huggetts Lane Rec								
1075 Recreation Ground Income	842	800	1,800	1,000			44.4%	
Huggetts Lane Rec :- Income	842	800	1,800	1,000			44.4%	0
4006 Dog Warden Salaries	713	435	1,175	740		740	37.0%	
4007 Litter Picking Salaries	300	435	300	(135)		(135)	145.0%	
4012 Water Rates	0	362	515	153		153	70.2%	
4014 Electricity	630	689	662	(27)		(27)	104.1%	
4027 IT Equipment	196	0	0	0		0	0.0%	
4036 Property Maintenance	1,092	509	1,077	568		568	47.2%	
4037 Grounds Maintenance	2,382	1,369	2,774	1,405		1,405	49.4%	
4039 Dog Bin Emptying	1,560	820	1,777	957		957	46.1%	
4040 Football Pitch Works	0	0	1,545	1,545		1,545	0.0%	
4041 New Equipment	50,163	650	0	(650)		(650)	0.0%	611
4042 Maintenance Contracts	27	0	0	0		0	0.0%	
4043 Litter & Waste Removal	159	400	597	198		198	66.9%	
4044 General Maintenance	100	3,714	539	(3,175)		(3,175)	689.0%	
4045 Safety Inspection	345	307	377	70		70	81.4%	
4046 Handyman Maintenance	0	0	544	544		544	0.0%	
4047 Grasscutting Contract	0	1,017	0	(1,017)		(1,017)	0.0%	
4050 Trees and Hedges	0	0	539	539		539	0.0%	
4074 Contingency	0	440	1,000	560		560	44.0%	
4203 Key Holder Staff Salaries	1,635	1,430	2,039	609		609	70.1%	
4342 Memorial Seats Maintenance	297	243	339	96		96	71.7%	
Huggetts Lane Rec :- Direct Expenditure	59,598	12,819	15,799	2,980	0	2,980	81.1%	611
Net Income over Expenditure	(58,757)	(12,019)	(13,999)	(1,980)				
6000 plus Transfer from EMR	50,000	611						
Movement to/(from) Gen Reserve	(8,757)	(11,408)						

201 Tott Yew Rec								
4006 Dog Warden Salaries	713	435	1,175	740		740	37.0%	
4007 Litter Picking Salaries	300	435	300	(135)		(135)	145.0%	
4027 IT Equipment	196	0	0	0		0	0.0%	
4037 Grounds Maintenance	1,761	1,369	1,601	232		232	85.5%	
4039 Dog Bin Emptying	520	275	866	591		591	31.8%	
4041 New Equipment	20,081	20,971	1,051	(19,920)		(19,920)	1995.3%	20,921
4044 General Maintenance	26	196	539	343		343	36.4%	
4045 Safety Inspection	345	307	377	70		70	81.4%	
4047 Grasscutting Contract	0	939	0	(939)		(939)	0.0%	

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Detailed Income & Expenditure by Budget Heading 24/01/2024

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4050 Trees and Hedges	0	0	539	539		539	0.0%	
4074 Contingency	0	0	500	500		500	0.0%	
4203 Key Holder Staff Salaries	910	915	1,960	1,045		1,045	46.7%	
4342 Memorial Seats Maintenance	216	162	242	80		80	66.9%	
Tott Yew Rec :- Direct Expenditure	25,069	26,004	9,150	(16,854)	0	(16,854)	284.2%	20,921
Net Expenditure	(25,069)	(26,004)	(9,150)	16,854				
6000 plus Transfer from EMR	(15,630)	20,921						
Movement to/(from) Gen Reserve	(40,699)	(5,083)						
202 Jevington Rec								
4037 Grounds Maintenance	0	6,000	0	(6,000)		(6,000)	0.0%	6,000
4044 General Maintenance	0	480	539	59		59	89.1%	
4074 Contingency	0	0	515	515		515	0.0%	
4342 Memorial Seats Maintenance	54	41	68	28		28	59.6%	
Jevington Rec :- Direct Expenditure	54	6,521	1,122	(5,399)	0	(5,399)	581.1%	6,000
Net Expenditure	(54)	(6,521)	(1,122)	5,399				
6000 plus Transfer from EMR	0	6,000						
Movement to/(from) Gen Reserve	(54)	(520)						
Grand Totals:- Income	842	800	1,800	1,000			44.4%	
Expenditure	84,721	45,344	26,071	(19,273)	0	(19,273)	173.9%	
Net Income over Expenditure	(83,880)	(44,544)	(24,271)	20,273				
plus Transfer from EMR	34,370	27,532						
Movement to/(from) Gen Reserve	(49,510)	(17,012)						