



YOU ARE SUMMONED TO ATTEND THE MEETING OF  
THE **SPORTS PARK COMMITTEE** ON **WEDNESDAY 30<sup>TH</sup>**  
**JANUARY 2019** AT 19.30 PM IN THE **GIBSON SUITE** AT THE  
KINGS HILL COMMUNITY CENTRE

**Members of the Public and Press are welcome to attend**

Signed: *Julie Pilbeam* Date of 24<sup>th</sup> January 2019  
**Clerk and Proper Officer** Issue:

Members: Cllr R Ayling, Cllr S Barker, Cllr S Beal, Cllr A Board, Cllr D Hurring, Cllr A Petty  
Substitutes: *Cllr M Coleman*

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of Kings Hill Parish Council's procedure for the recording of meetings is available by request. Members of the public addressing the Council but not wishing to be recorded should put this request to the Clerk at the earliest opportunity.

## Agenda

1. **To receive and accept Apologies for Absence**
2. **To receive Declarations of Interest & Lobbying**
3. **Minutes** – to receive and approve for signature the minutes of the meeting held on 28<sup>th</sup> November 2018. (Pages 1-4)
4. **Chairman's Announcements** – to receive announcements
5. **Public Session and to consider any Issues Raised by Residents for discussion**

### Strategic, Administration and Finance

6. **To receive advice regarding the barrier for the zip wire at the play park and agree actions. (Pages 5-8)**
7. **To consider request from Kings Hill Cricket Club for artificial wicket on new pitch area.**
8. **Administration & Finance**
  - 8.1. To receive revised financial statement for review and comment. (Pages 9-10)

### Operations

9. **Step 7 Works**
  - 9.1. To receive the health and Safety File for the Step 7 Works (to be circulated at meeting).
  - 9.2. To consider formal completion of works.
10. **Lift**
  - 10.1. To consider alternative operation of the lift.
11. **Overflow Car Park Maintenance**
  - 11.1. To note Planning, Highways and Environment Committee decision that the cost of maintaining the overflow carpark should be borne by the Sports Park Committee budget.

- 11.2. To note Planning, Highways and Environment Committee decision that a request to the RFO has been made to reappropriate the cost of the weed spray to the Sports Park Committee budget.

**Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public and the press will be asked to leave the meeting during consideration of items 12 and 13**

**12. Human Resources**

- 12.1. To receive staffing update.  
12.2. To receive update on debtors.

**13. Facility and Management Update Report (Pages 11-14)**

- 13.1. To note the bookings updates and Events 2019.  
13.2. To note KHFC Tournament Update and to consider ice cream vendor.  
13.3. To note update on Kings Hill Sports Park 10km and 5km run.  
13.4. To note Site/Facility updates.  
13.5. To note Groundsman update.  
13.6. To note Sports Bar Café update.

- 14.** To receive operation meeting minutes with a hirer at the Sports Park. (Pages 15-18)

- 15. To report external meetings with representatives of the Sports Park Committee** – see appendix 1

- 16. Correspondence and matters for information** – see appendix 2

- 17. Date of next meeting – 27<sup>th</sup> February 2019**

- 18. Questions from Committee Members and future agenda items**

**Appendix 1**

**To report external meetings with representatives of the Sports Park Committee**

1. 18/12/2018 – Tennis club meeting; Cllrs Beal and Hurring  
2. 21/01/2019 – Tennis club liaison meeting; Cllrs Ayling, Barker, Board, Hurring and Petty

**Appendix 2**

**To report Correspondence and matters for information**

1. There were none.