

HOTON PARISH COUNCIL

To Cllrs Eady, Doherty and Dargie

You are summoned to attend the meeting of the Hoton Parish Council Playing Field Committee to be held in Hoton Village Hall on Wednesday 22nd September 2021 at 7.30 p.m. to transact the following business.

Helen Dargie

Cllr H Dargie, Chairman

15 September 2021

Meeting of Hoton Parish Council Playing Field Committee Agenda

1. **To agree who will take the minutes for the meeting**
2. **To receive apologies for absence**
3. **Disclosure of interests:** disclosable pecuniary interests; personal interests; or personal interests that may lead to bias, to items on the agenda.
4. **To co-opt non-councillors as non-voting members to the Committee**
5. **Questions any comments from members of the public (10 minutes)**
6. **Cllr Dargie to share update from M&BG**
7. **Grounds maintenance:** agree who will take responsibility for contractor quotes
8. **Equipment:** agree action to be taken on Trim Trail repairs
9. **Volunteer Day:** agree a date for the next volunteer day and priorities
10. **Volunteer Day:** to agree who will carry out the risk assessment for the volunteer day
11. **Financial Planning:** to present for HPC Budget consideration
12. **Financial Planning:** to agree action needed to understand how the committee could manage its own budget should a grant be sought and obtained
13. **Financial Planning:** discuss any action needed to be taken with regards to the existing Playing Field Fund
14. **Inspections:** to review frequency of playing field inspections
15. **Training:** agree who will attend the playing field inspection training with Cllr Dargie on 14 October
16. **Review Tree Survey and agree action to ensure work is carried out**
17. **To agree items for the Hoton Parish Council Press Release**
18. **To receive agenda items for the next meeting**