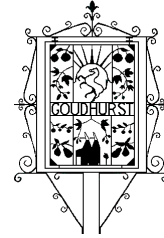


Goudhurst Parish Council

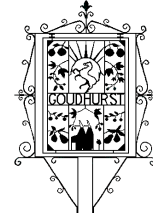


Youth & Housing Committee 23rd April 2024

MEETING
23 April 2024 19:30 BST

PUBLISHED
17 April 2024

Goudhurst Parish Council



To: Cllrs Craig Broom, Phil Kirkby, Julia Kiggell, David Knight and Alison Webster.
Cllr Antony Harris (ex-officio) and Mr Steve Hope (advisor)

I summon you to a Meeting of the Youth & Housing Committee on Tuesday 23rd April 2024 at 7.30pm, in the Church Rooms, Back Lane, where business detailed on this agenda will be discussed.

Goudhurst Parish Council recognise that there are continuing risks associated with COVID-19 and are supportive of individuals wearing masks in meetings and maintaining a social distance. We will continue to provide hand sanitiser at the entrance to the Village Hall. In order to keep everyone safe, please do not attend a meeting if you have COVID-19 symptoms or have tested positive for COVID-19 in the past 5 days. We will continue to review the risks and will comply with any future controls recommended or mandated by HM Government.

Members of the Public and the Press are welcome to attend this meeting. At the Chairman's discretion, 15 minutes will be set aside for questions from members of the public each one of whom may be invited to speak for a maximum of 3 minutes in total relating to items on the Agenda or about issues of local concern. Thereafter they have the right, and are welcome, to stay and observe the rest of the Meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1.

Please inform the Clerk if you intend to film or record the Meeting.

Claire Reed
Clerk to Goudhurst Parish Council
16 April 2024

Parish Council Office - The Hop Bine, Ranters Lane, Goudhurst, TN17 1HN
01580 212552 | clerk@goudhurst-pc.gov.uk | <https://goudhurst-pc.gov.uk> | 07494 117313

A quorum for Youth & Housing Committee is 3 Members.

Agenda

Location
The Church Rooms, Back Lane

Date
23 Apr 2024

Time
19:30 BST

	Item	Page
1	Apologies for Absence	-
2	Declarations of interest	-
3	To approve as a correct record the minutes of a meeting of the Youth & Housing Committee held on 23rd January 2024	4
	Members are reminded that only issues relating to material accuracy can be discussed.	-
4	To receive questions from members of the press and public.	-
	This is an opportunity for members of the public to ask questions or raise issues of local interest. Thereafter they are welcome to stay and observe the rest of the Meeting (members of the public are not permitted to speak during the remainder of the meeting except by special invitation of the Chairman) Public Bodies (Admission to Meetings) Act 1960, s1. Please note, Council cannot lawfully decide on items of business not specified on the published agenda although the Chairman may decide to refer any issues raised for further discussion (LGA 1972 Sch 12 10 (2) (b)).	-
5	To resolve the expenditure of £5478 and to appoint the contractor, B&K Electrical, to complete the ventilation works required on the Chequer Field Pavilion.	6
6	To resolve to approve the expenditure of £3652 for the End of Season Maintenance Contract for Chequer Field.	7
7	To decide on the strategy for the Youth Shelter, given the results of the public consultation.	-
8	To consider and make a decision on any other matters raised under the public consultation, which fall under Youth and Housing	-
9	To consider and make a decision on the required specification for the play area fence.	-
10	To consider and make a decision on any action needed regarding the recent RoSPA report for Back Lane	8
11	Items for Information	-
12	Next Youth & Housing Committee meeting, 23 July 2024, 7.30pm in the Church Rooms.	-

Goudhurst Parish Council



YOUTH & HOUSING COMMITTEE

Minutes of a Meeting held on 23rd January 2024 at 7.30pm in the Church Rooms

Councillors Present: Cllrs Craig Broom, Antony Harris, Phil Kirkby (Chairman), and Julia Kiggell

Officers Present: Asst Clerk

APOLOGIES

600/23 Apologies for Absence were received from Cllr David Knight (TWBC Finance and Governance CAB).

DISCLOSURES OF INTEREST

601/23 Phil Kirkby declared an interest in his company being one of the bid applicants for the ventilation work at Chequer Field Pavilion.

MINUTES OF THE LAST MEETING

602/23 It was **resolved** that the minutes of the Youth & Housing Committee meeting held on 10 October 2023, and previously distributed to members via Board Intelligence, be accepted as a correct record.

QUESTIONS FROM THE PUBLIC AND PRESS

603/23 There were none

VENTILATION AT CHEQUER FIELD

604/23 It was **resolved** to spend up to £5578 on the ventilation, pending the outcome of the alternative quote.

YOUTH SHELTER

605/23 It is **resolved** to change name to "Village Shelter". It is **noted** this will be included in the wider village strategy.

REQUEST FOR A NEW AED FOR THE VILLAGE GREEN

606/23 It is **resolved** for the AED to be put on Church Rooms by the designated contractor

ITEMS FOR INFORMATION

607/23 The memorial bench for the Play Area is still in situ. The metal picnic bench will be removed and a brick base will be laid for the new bench in Spring.

608/23 The Council has been successful in securing a Grass Pitch Maintenance Fund

609/23 The Annual Inspection of Back Lane Play Area equipment took place with no immediate actions required, except for the recent damage done to the play area fence. It is **resolved** for the Asst Clerk to investigate long term fencing options.

610/23 It was **resolved** for the expenditure of £92 GMA Level One Training

ITEMS

DATE OF NEXT MEETING

611/23 Next Youth & Housing Committee Meeting, Tuesday 23 January 2024 at 7.30pm.

Meeting ended -20.04

Kat Hoyle – Asst.Clerk

Claire Reed

From: B and K Electrical <mail@bkelec.co.uk>
Sent: 27 July 2022 12:29
To: clerk@goudhurst-pc.gov.uk
Subject: Goudhurst Pavilion - Ventilation
Attachments: Football Changing Room Proposed.jpeg

Claire

After meeting with ventilation specialists we discussed solutions to the continued damp conditions in the football pavilion.

The existing system was poorly designed in the first place the correct solution is to rip out the existing install and fit MEV units fully ducted to all areas with some return air grills for passive return air (see image attached).

Our price for the above work (and as shown in the drawing) will be £5478-00 + VAT

Replacing what is already in there with like for like would be a false economy as the same problems will reoccur.

Regards
Phil Kirkby

B & K

**ELECTRICAL
CONTRACTORS**
est 1970

T: 01580 201 088
E: mail@bkelec.co.uk
W: www.bkelec.co.uk
F: bandkelec

Registered Office: The K4 Partnership Limited, Regency House, 61a Walton Street, Walton on the Hill, Surrey, KT20 7RZ Registered No: 06170543

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This email has been scanned for spam & viruses. If you believe this email should have been stopped by our filters, [click here](#) to report it.

Chequer Field End of Season Maintenance Contract May 2024		ALL PRICES ARE EXC. VAT		
Work Required	Frequency	Yr 1		
1. To overseed the whole pitch with a sport specific Perennial Ryegrass mix of at least 3 cultivars. Spread at 35g/m ²	Once in April / May MATERIALS ONLY	£ 1,740.00 0% VAT		
2. Labour & Machinery cost for the overseeding	Once in April / May LABOUR & MACHINERY ONLY	£ 400.00		
3. <i>To aerate the pitch with a Deep Tine Slitter</i>	8 times – Aug to March	£ 1,512.00		
4. Selective Herbicide treatment of the whole pitch. <i>CPC to contract directly with Simon Catchpole of Total Weed Control to provide this service.</i>	Once	£ 0.00		
IMPORTANT NOTE:				
<i>The works in Items 1, 2 would be invoiced for as one payment on completion of the works.</i>				
<i>The works in Item 3 would be added to the monthly contract payment, therefore £1512.00 ÷ 12 = £126.00 in Yr1.</i>				
TOTAL		£3,652.00		

Capel Groundcare Ltd
3 Stonecastle Cotta
Whetsted Road, Whetsted
Kent TN12 6SD

T: 01892 459251
E: info@capelgroundcare.co.uk
W: www.capelgroundcare.co.uk

VAT No: 167 3952 74

PLAY AREA OPERATIONAL INSPECTION REPORT

Name of Site Owner: Goudhurst Parish Council

Name of Play Area: Village Green Play Area

Name of Inspector: Peter Bamford **Inspector's RPII Cert No. & Exp Date:** OP3607 / 11.11.2024

Date & Time of Inspection: Monday 18th March 2024 @ 12.10pm

Inspector's Signature: 

Risk Scores – an explanation

A risk assessment of faults and Standard failures is given in terms of **LOW**, **MEDIUM** & **HIGH**. As a general principal items marked **LOW** as only require monitoring. Items marked as **MEDIUM** require appropriate action within the resources and individual site assessment. Items marked **HIGH** as require urgent action. In rare cases where an item is likely to result in major injury or death, the operator or appropriate representative will be notified from the site by telephone. This will be indicated on the report.

Numeric risk scores come in the following bands:


- 1 – 3** Very low risk
- 4 – 7** Low risk
- 8 – 12** Medium risk
- 13 – 20** High Risk
- 21+** Unacceptably high risk.

Site Access

Site Access	✓ X	Action Necessary	Risk	Action Completed
Are all road barriers undamaged & securely fixed?	✓		LOW 2	
Are all road signs present & legible?	X	There is no signage	MED 15	
Are pathways in good condition without any trip hazards?	N/A			
Are pathways suitable for wheelchair access?	✓		LOW 2	
Are there no weeds & is planting cut back from overhanging the path?	✓		LOW 2	


Are adjacent fences undamaged & not a hazard?	✓		LOW 2	
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General Location

General Location	✓ ✗	Action Necessary	Risk	Action Completed
Are safety measures for any nearby water in good condition?	N/A			
Is protection for electricity items in good condition?	N/A			
Are car parking safety measures in good condition?	✗	<p>There is no signage warning drivers of a play area. There is a warning for users of the playground</p> 	MED 15	
Do nearby trees appear to be in good condition & not likely to fall?	N/A			
Are tree ties & stakes in good condition?	N/A			
Is there no hazardous planting which intrudes the play area?	✓		LOW 2	
Is the site & surrounding free from litter & debris?	✓		LOW 2	
Is the site & surrounding areas free from animal fouling?	✓		LOW 2	
Is there no glass or sharp objects on, or near the area?	✓		LOW 2	

Ancillary Items


Gates & Dog Grids	✓ X	Action Necessary	Risk	Action Completed
Do gates open & close properly (from 90° to shut in 5-8secs)?	X	The gate from the car park is closing too quickly & requires adjustment.	MED 12	
Are closing mechanisms working, in good condition, with no loose covers?	✓		LOW 2	
Is the gap either side of the gate not less than 12mm when in use?	✓		LOW 2	
Are there no protrusions (bolts, etc) on the gate?	✓		LOW 2	
If dog grids are present are they securely fixed & clean underneath?	N//A			
Is the vehicle access gate locked?	N/A			

Fences & Hedges	✓ X	Action Necessary	Risk	Action Completed
Are all fences complete, undamaged, & securely fixed?	X	 <p>the post is loose on the bolts where they are pulling through the wood – repair 15.1.24 getting looser 19.2.24 A temporary repair has been carried out – the post needs replacing</p>	LOW 2	
Are any hedges in good condition?	N/A			
Are there no protrusions (bolts, etc) from the fence?	✓		LOW 2	

Signs & Seats	✓ ✗	Action Necessary	Risk	Action Completed
Are all signs present, legible & securely fixed?	✓		LOW 2	
Are all seats & benches undamaged & in good condition?	✗	The bench under the shelter is missing a slat in the back 	MED 7	
Is paint/preservative in good condition?	✓		LOW 2	

Litter Bins	✓ ✗	Action Necessary	Risk	Action Completed
Are all litter bins complete & undamaged?	✓		LOW 2	
Are they securely fixed against movement?	✓			
Are any inserts locked against unauthorised removal?	✓			
Have the bins been emptied?	✓			

Other	✓ ✗	Action Necessary	Risk	Action Completed
Are all internal barriers secure & in good condition?	N/A			

<p>Are internal paths & routes between items in good condition?</p>	<p>✘</p>	 <p>There is a hole creating a trip hazard, presumably a sunken mole run – add topsoil to remove trip hazard It is near the infant multiplay unit, as pictured</p>	<p>HIGH 8</p>	
<p>If there are drains on site, are covers present & secured?</p>	<p>N/A</p>			
<p>Is the general surface free from trip hazards?</p>	<p>✓</p>		<p>LOW 2</p>	
<p>Does the site appear to be well drained without excessive puddles?</p>	<p>✓</p>		<p>LOW 2</p>	
<p>Are any cycle racks in good condition & fixed?</p>	<p>N/A</p>			
<p>Are there no unauthorised items on the site?</p>	<p>✓</p>		<p>LOW 2</p>	



Multi-play Unit

Product: Hilla

Manufacturer & year of manufacture: Wicksteed 2020


Installed: August 2020



MULTI-PLAY ITEMS

Multi-Play Items	✓ ✗	1Action Necessary	Risk	Action Completed
Are all supports present & secure & free from decay at ground level?	✓		LOW 2	
Is all timber or metal work undamaged & free from corrosion?	✓		LOW 2	
Are all guard rails & barriers present & all parts securely fixed?	✓		LOW 2	
Are all platforms secure & undamaged?	✓		LOW 2	
Are there no signs of fresh timber or holes in metal where something may have been removed?	✓		LOW 2	
Are all nuts & bolts secure without any projecting thread?	✓		LOW 2	
Are all ropes or chains secure & undamaged & free from wear?	✓		LOW 2	
Is the slide chute secure, undamaged & free from obstructions?	✓		LOW 2	

Are any moving parts secure & do they move freely without undue noise?	✓		LOW 2	
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Surfacing	✓ ✗	Action Necessary	Risk	Action Completed
Are safety surfaces undamaged with no holes in wet pour & all tiles securely fixed without undue gaps?	✓		LOW 2	
Are loose fill surfaces level, without rubbish or fouling & at least 300mm deep?	N/A			
Is safety surface level with the surrounding ground & not causing trips hazards?	✓		LOW 2	
If surfacing is grass, is it in good condition without undue wear?	✓		LOW 2	
Are there no trip hazards on or at the edge of the surfacing?	✓		LOW 2	
Are there no weeds present?	✓	 <p>Stinging nettles at base of Climbing wall - remove</p>	LOW 2	


SWINGS



Product: Swing
Manufacturer & year of manufacture: Wicksteed
 2020
Installed: August 2020



Swings	✓ ✗	Action Necessary	Risk	Action Completed
Are all supports present & secure & free from decay at ground level?	✓		LOW 2	
Is all timber or metal work undamaged & free from rot or corrosion?	✓		LOW 2	
Are support ""'s secure in the ground & all fixings secure?	✓		LOW 2	
Does it work properly without undue noise?	✓	Bushes on jnr Swings starting to wear - monitor	LOW 2	
Are the chains intact & in good condition with less than 40% wear?	✓		LOW 2	
Are the swing seats unbroken with no exposed metal?	✓		LOW 2	

<p>Are the seats fixed securely & undamaged (with secure centre bar on cradle seats)?</p>	<p style="color: red; font-size: 2em; text-align: center;">✘</p>	 <p>The crotch strap on the infant swing seat has almost cracked all the way through. Replace – consider changing the seat to one that does not have fragile crotch straps. https://www.onlineplaygrounds.co.uk/premium-cradle-seat-sw22-969.html we have fitted these seats at Horsmonden, Brenchley & Capel Park – they are more robust & cheaper than a Wickstead seat</p>	<p style="background-color: yellow; border: 1px solid green; padding: 2px;">MED 7</p>	
<p>On single point swings is the beam padded where children might strike it?</p>	<p>N/A</p>			

Surfacing	<p style="color: green; font-size: 2em; text-align: center;">✔</p> <p style="color: red; font-size: 2em; text-align: center;">✘</p>	Action Necessary	Risk	Action Completed
<p>Are safety surfaces undamaged with no holes in the wet pour & all tiles securely fixed without undue gaps?</p>	<p style="color: green; font-size: 2em; text-align: center;">✔</p>		<p style="background-color: green; color: black; padding: 2px;">LOW 2</p>	
<p>Are loose fill surfaces level, without rubbish or fouling & at least 300mm deep?</p>	<p>N/A</p>			
<p>Is safety surface level with the surrounding ground & not causing trips hazards?</p>	<p style="color: green; font-size: 2em; text-align: center;">✔</p>		<p style="background-color: green; color: black; padding: 2px;">LOW 2</p>	
<p>If surfacing is grass, is it in good condition without undue wear?</p>	<p style="color: green; font-size: 2em; text-align: center;">✔</p>		<p style="background-color: green; color: black; padding: 2px;">LOW 2</p>	
<p>Are there no trip hazards on or at the edge of the surfacing?</p>	<p style="color: green; font-size: 2em; text-align: center;">✔</p>		<p style="background-color: green; color: black; padding: 2px;">LOW 2</p>	
<p>Are there no weeds present?</p>	<p style="color: green; font-size: 2em; text-align: center;">✔</p>		<p style="background-color: green; color: black; padding: 2px;">LOW 2</p>	

MULTI-PLAY ITEMS

INFANT Multi-play Unit



Product: Drake

Manufacturer & year of manufacture: Wicksteed 2020

Installed: August 2020

Multi-Play Items	✓ ✗	Action Necessary	Risk	Action Completed
Are all supports present & secure & free from decay at ground level?	✓		LOW 2	
Is all timber or metal work undamaged & free from corrosion?	✓		LOW 2	
Are all guard rails & barriers present & all parts securely fixed?	✓		LOW 2	
Are all platforms secure & undamaged?	✓		LOW 2	
Are there no signs of fresh timber or holes in metal where something may have been removed?	✓		LOW 2	
Are all nuts & bolts secure without any projecting thread?	✓		LOW 2	
Are all ropes or chains secure & undamaged & free from wear?	✓		LOW 2	
Is the slide chute secure, undamaged & free from obstructions?	✓		LOW 2	

Are any moving parts secure & do they move freely without undue noise?	✓		LOW 2	
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Surfacing	✓ X	Action Necessary	Risk	Action Completed
Are safety surfaces undamaged with no holes in wet pour & all tiles securely fixed without undue gaps?	✓		LOW 2	
Are loose fill surfaces level, without rubbish or fouling & at least 300mm deep?	N/A			
Is safety surface level with the surrounding ground & not causing trips hazards?	✓		LOW 2	
If surfacing is grass, is it in good condition without undue wear?	✓		LOW 2	
Are there no trip hazards on or at the edge of the surfacing?	✓		LOW 2	
Are there no weeds present?	✓		LOW 2	

ROTATING ITEMS



Manufacturer: Wicksteed 2020
Product Identification: Rota Play

Rotating Item	✓ X	Action Necessary	Risk	Action Completed

Is it undamaged & is the platform level?	✓		LOW 2	
Does it revolve smoothly & noiselessly?	✓		LOW 2	
Does any speed restrictor fitted work?				
Are there no protruding bolts, etc, under the platform	✓		LOW 2	
Are any seats or handrails securely fixed & in good condition?	N/A			
On pedal roundabouts are pedals secure?	N/A			
On overhead items do they rotate freely & without undue noise?	N/A			
Is it clear of rubbish underneath?	✓		LOW 2	

Surfacing	✓ X	Action Necessary	Risk	Action Completed
Are safety surfaces undamaged with no holes in wet pour & all tiles securely fixed without undue gaps?	✓		LOW 2	
Are loose fill surfaces level, without rubbish or fouling & at least 300mm deep?	N/A			
Is safety surface level with the surrounding ground & not causing trips hazards?	✓		LOW 2	
If surfacing is grass, is it in good condition without undue wear?	✓		LOW 2	
Are there no trip hazards on or at the edge of the surfacing?	✓		LOW 2	
Are there no weeds present?	✓		LOW 2	