

KNEBWORTH PARISH COUNCIL

MINUTES of the Meeting of the Amenities Committee held on Wednesday
24 October 2018 in Knebworth Village Hall at 8.00 p.m.

Present: Councillors Colin Stringer (Chairman) Rosemary Conybeare, Jenny Harrison, and Roger Willocks

In Attendance: The Clerk

1 **Apologies**

Apologies for absence were received from Mr Hemingway.

2. **Declarations of Interest**

There were no declarations of interest.

3. **Minutes**

Proposed by Mr Stringer, seconded by Mrs Conybeare and

Resolved: that the minutes of the meeting of the Amenities Committee Meeting held on 25 July 2018 be approved and signed.

4. **Financial Review**

Recreation Grounds income at £5,297 for the quarter is 17% over budget.

Expenditure at £25,867 is 30% under budget.

Village Hall income at £14,281 is 4% under budget. Expenditure at £13,171 is 22% under budget.

5. **CCTV**

The clerk reported that the use of the Tennis Court floodlights requires some additional work due to the switching mechanism. The contractor has revisited the site and is to prepare a revised quote.

A broadband speed of 12MB is required for the monitoring. The clerk is to check if the BT cable to the pavilion is adequate.

6. **Maintenance**

6.1 Pond

Two quotes have been received to remove the silt from the pond in addition to the cost of a digger for the day.

Proposed by Mr Willcocks, seconded by Mrs Conybeare and

Resolved: to accept the lowest quote to clear the pond.

6.2 Village Hall Toilets

Proposed by Mrs Harrison, seconded by Mrs Conybeare and

Resolved to accept the quote of £1780 to treat the damp and repair the lobby toilets.

The clerk is to obtain quotes to replace the flooring in the toilets.

6.3 Village Hall Sound System

Mr Willcocks explained the type of system he would recommend for the village hall.

He expects the cost of equipment to be in the region of £1200 and is to provide a written proposal.

Proposed by Mrs Conybeare, seconded by Mr Stringer and

Resolved: that a new sound system should be purchased and installed at a cost of no more than £2000.

The committee is to consider installing a projector system in the hall.

6.4 Five year maintenance plan
The plan was reviewed and revisions were agreed.

7. Signage

Proposed by Mrs Conybeare, seconded by Mrs Harrison and

Resolved: To recommend to the Council that there should be a policy to permit a person to responsible for a maximum of four dogs in the recreation grounds at any time.

Proposed by Mrs Conybeare, seconded by Mrs Harrison and

Resolved: to purchase one sign at a cost of £198.

8. Budget

Proposed Mr Stringer by Mrs Conybeare and

Resolved: to recommend a Recreation Grounds and Village Hall budgets to the Parish Council.

9. Any Other Business

9.1 Mr Stringer reported that the footpath working party had met twice and work was well underway on the leaflet.

9.2 Mr Stringer reported that he had received a request for the Parish Council to consider fencing the MUGA and installing floodlights.

9.3 Mrs Conybeare asked if the council wanted to install plaques next to the Oak trees planted to commemorate the Queen's Jubilee. It was agreed that it was unnecessary.

9.4 There being no other business the meeting closed at 9.54pm

Chairman _____

Date _____