

KNEBWORTH PARISH COUNCIL

MINUTES of the Meeting of the Amenities Committee held on Wednesday 23 January 2019 in Knebworth Village Hall at 8.00 p.m.

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

In Attendance: The Clerk and Mr Dormer (Knebworth Players)

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 Willcocks, seconded by Mrs Harrison and

Resolved: that the minutes of the meeting of the Amenities Committee Meeting held on 24 October 2018 be approved and signed.

4. **Stage Lighting and Sound**

The chairman agreed to discuss this item.

The chairman reported that the committee had agreed a sum to replace the sound system in the village hall. He had become aware that the theatre groups use their own sound system and lighting for their productions. A meeting with a member of the theatre group identified equipment owned and used by the group and insurance cover was discussed.

As the Parish Council is liable for any incidents, (none in forty years) he recommended that the whole lighting and sound facility for the hall should be owned by the Parish Council. The stage lights are extremely old and need replacing with LED lamps. It was agreed that any new sound and lighting system should be designed to accommodate all users of the hall.

Mr Dormer, Knebworth Players, agreed to prepare a high level specification for the lighting system and has a contact at Hertford Theatre, who will assist.

The clerk is also trying to obtain recommendations for contractors to look at the systems.

5. **Financial Review**

The committee reviewed and approved the financial accounts for the recreation grounds and village hall to 31 December 2018.

6. **Matters arising from previous meeting**

6.1 **Recreation Grounds Signage**

The Committee agreed the number and location of the signs in the three recreation grounds at a cost of £2800.

6.2 **Pond Maintenance**

The pond has been desilted. The material has been left on the bank and may need to be removed in the spring.

6.4 Hall Toilets

The clerk is obtaining a flooring quote for the main hall toilets. The DPC work will be scheduled when the hall is quieter.

6.5 Equipment

Proposed by Mr Farr, seconded by Mrs Harrison and

Resolved: to purchase a Multi wash scrubber drier at a cost of £1550.

7. CCTV

The provision of power to CCTV cameras in the play area has not been resolved with the Tennis Club. The floodlighting company has not looked at the proposal. The clerk is to contact the Bowls Club regarding provision of power.

Proposed by Mrs Conybeare, seconded by Mr Farr and

Resolved: to accept the quote from Quantum Security for the annual service charge for pavilion CCTV.

8. Maintenance

8.1 Pavilion

Proposed by Mrs Conybeare, seconded by Mr Stringer and

Resolved: to purchase new mats for the pavilion corridor at a cost of £250.

The committee agreed that a quote should be obtained to lay lino in the corridor and replace the floodlights with LEDs.

8.2 Village Hall

No maintenance issues were discussed.

9. To Review the Annual ROSPA Report

The ROSPA reports for the recreation grounds were noted and essential repairs are to be undertaken.

10. Norton Green Common Work

The Countryside Management Service has agreed to hold a volunteer day on the common to undertake some scrub clearance. This has to be removed from the common and it was agreed that Village Trees would chip and remove the scrub at a cost of £180 per day.

11. Any Other Business

11.1 The clerk reported that the bin in Lytton Fields is being filled with household rubbish.

11.2 Mrs Conybeare is to buy flowers to thank the person who did the drawing of St Marys Church which has been used on the walks leaflet

11.3 There being no other business the meeting closed at 9.24pm

Chairman _____

Date _____