

**Minutes of the  
LEISURE & AMENITIES COMMITTEE held at 6.00 pm.  
on MONDAY 13 SEPTEMBER 2021**

**Minutes**

**Present:**

Cllr Mike Burtenshaw (v)  
Cllr Steph Exell (v)  
Cllr Nigel Gibbons  
Cllr Geoff Gould  
Cllr Prakash Khaitan (v)  
Cllr Trish Philpot (v)  
Cllr Caryl Sydney Smith

**Officers:**

Paula Harrison (Parish Manager)

**Public:** two.

**Public Question Time:**

None

Cllr Nigel Gibbons chaired the meeting.  
Meeting start 6.10 pm

121. Welcome & Introduction

The Chair opened the meeting and welcomed those in attendance.

122. Declarations of Interest & Applications for Dispensation

To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 24 May 2021.

None received.

123 Middleleaze & Ramleaze By Election

Councillors received an update on the casual vacancy for Middleleaze & Ramleaze a copy of which appears as **Appendix A** in the Minute Book. The Parish Manager advised that if the seat is contested, an election date is scheduled for 14 October. Councillors agreed that formal notification to resident households through a Poll Card is the preferred form of communication. All costs of the election will be met by the Parish Council as there are no other partners to share costs with. Costs for Poll Cards should be in the region of £1500.

**RESOLVED** that the Parish Manager submits a request to the Elections team for production and distribution of Poll cards for an election in Middleleaze & Ramleaze if contested.

124. **Bess Road – Toddler Play Area Refurbishment**

Councillors reviewed review designs and costings for Bess Road Toddler Play area, a copy of which appears as **Appendix B** in the Minute Book. Councillors noted the option for a supply only quote with installation being conducted by the Parish Team.

**RESOLVED** that

- a) Proludic be the preferred provider but that options for accessible equipment are considered within the existing location and budget.
- b) If there are no significant changes to design or price, that the supply of equipment is recommended to the next available Full Council.

125. **Applications for funding**

Councillors considered grant applications received in the first round (September) of applications to the Parish Council.

Grants received as follows copies of which appear as **Appendix C** in the Minute Book:

- a) Westlea resident Total: £45 for replacement Neighbourhood Watch signs.
- b) Toothill The Hub Total: £15,000 for commercial kitchen appliances

Councillors noted that Toothill The Hub is a significant capital build project with a number of steps to be resolved before work can be confirmed on site. Councillors noted general support for the intentions at the Toothill Tavern, but also noted that the application did not have known timeframes for commencement of delivery.

**RECOMMENDED** that

- a) Westlea Neighbourhood Watch signs be approved
- b) Toothill The Hub be advised that their application will be on hold until their application can be reviewed when their funding applications to other organisations have been achieved and work is commencing on the site. The organisation is also asked to provide additional information regarding community benefit (non commercial) from the provision of commercial kitchen equipment.

Date of next meeting: Wednesday 06 October 2021 6.00 pm

Signed:

Dated:  
Chair, Leisure & Amenities Committee