

BURES SPORTSGROUND COMMITTEE

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Notice of Sportsground Committee Meeting

The Press & Public are welcome to attend

Dear Member^[L]_[SEP]

You are hereby summoned to attend a meeting of the Bures Sports Ground Committee on Thursday 11th January 2024 in the Garrad Room, Bures Community Centre at 7.30pm.

AGENDA^[L]_[SEP]

1. **Apologies for absence**
2. **Register of Interests and Dispensation Requests** ^[L]_[SEP] To receive any 'Pecuniary' and 'Non-pecuniary' interests and Dispensation requests ^[L]_[SEP]
3. **Public Forum** ^[L]_[SEP] 15 minutes maximum public participation. 3 minutes for individual contributions unless agreed by the Chair. The public are invited to give views and question the Committee on issues on this agenda, or raise issues for consideration of inclusion at future meetings. ^[L]_[SEP]
4. **Minutes** ^[L]_[SEP] Minutes of the meeting of 9th November 2023 to be confirmed and signed as a correct record (previously circulated). ^[L]_[SEP]
5. **Matters arising** which do not appear elsewhere on the agenda
 - a. New notices
 - b. Research for 2024-5 project 'Increasing Access to the Skateboard Facility' - Report from Cllr Fairbairn and Keeble-Fox
6. **Car park and Recycling area fence project**
 - a. Rotten posts – Recycling area
 - b. Car park – Painted lines

- c. Fencing project – New quotes

7. Football Club Matters

- a. New representative

8. Cricket Club Matters

9. Tennis Club Matters [SEP]

- a. LTA membership – Insurance cover?
- b. Maintenance – PPS Spring Maintenance and Net Winders

10. Correspondence

- a. Nappy refuse
- b. Emptying of recycling
- c. Hand sanitizer and slippery zip line platforms
- d. Disabled parking

11. Events/Bookings

- a. Bures Music Festival 10th – 14th July
Fencing Saturday 6th July clear up 15th-16th July
- b. Coracle Regatta – 3rd August 2024
- c. S2C – 14th September 2024

12. Finance

- a. Finance & Budget Monitoring Report – circulated [SEP]
- b. To note bank reconciliation report and verifying bank statements – circulated [SEP] to be signed by Chairman and non-signatory member. [SEP]
- c. Draft Budget – To approve revised 3-year draft budget 2024/25-6 – Following the decision made by Bures Hamlet and Bures St Mary Parish Councils to reduce the precept to the Sportsground Committee, the amended 3 year draft budget presented for approval.

13. Audit Matters

- a. External audit 2022-3
- b. Internal auditor 2023-4

14. Sports Ground Inspections and maintenance

- a. Councillor's report – Cllr Welch
- b. To report on items raised from previous inspections. ^[1]_[SEP]
- c. Paving – Green gate
- d. Pikes Marsh – Play area gate
- e. Repairs/Maintenance - Trees and hedges
- f. Volunteer tasks ^[1]_[SEP]

15. To report on Contract works

- a. To report on works completed: grass cutting, grounds maintenance
- b. Operational Inspection reports - circulated

16. Brief information & exchange for next agenda items ^[1]_[SEP]

Date of next meeting: 14th March 2024 to be held at Bures Community Centre, Nayland Road at 7.30pm ^[1]_[SEP] Future dates booked: 9th May 2024, 11th July 2024, 12th September 2024, 14th November 2024, 9th January 2025