

BURES JOINT SPORTSGROUND COMMITTEE

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Notice of Sportsground Committee Meeting

The Press & Public are welcome to attend

Dear Member

You are hereby summoned to attend a meeting of the Bures Sports Ground Committee on Thursday 15th September 2022 at the Garrad Room, Bures Community Centre at 7.30pm

AGENDA

1. Apologies for absence.

2. Register of Interests and Dispensation Requests

To receive any 'Pecuniary' and 'Non-pecuniary' interests and Dispensation requests

3. Public Forum

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.

4. Minutes

Minutes of the meeting of 14th July 2022 to be confirmed and signed as a correct record (previously circulated).

5. Matters arising which do not appear elsewhere on the agenda

- a. To report on grant from Suffolk Police and Crime Commissioner's Fund
- b. Dispersal Order.
- c. Keys used at BMF

6. Football Club Matters

- a. Request for support for grass / fertiliser application
- b. Outstanding invoice for CCTV

7. Cricket Club Matters

8. Tennis Club Matters

- a. Plans for re surfacing
- b. Grant applications
- c. LTA membership

9. Pikes Marsh play area

- a. Maintenance checks

10. Correspondence

- a. Private security for sportsground

11. Events / Bookings

- a. Updated event hire form to be agreed.
- b. BMF 2023. Separate hire form.
- c. RST SC2 event booked 11th September – all day event
- d. MacMillian Mighty Hike 27th – 30th July 2023 (4 days)

12. Finance

- a. Finance & Budget Monitoring Report – circulated
- b. To note bank reconciliation report and verifying bank statements – circulated to be signed by Chairman and non signatory member.
- c. VAT claim.
- d. Approve Bures St Mary Parish Council 2021 Financial Regulations & Standing Orders. These regulations apply to Bures Sportsground Committee.
- e. Donation to Scouts bridge/railing clean.

13. Audit matters

- a. External Audit still outstanding
- b. To agree 10th Oct as the date for Internal Audit Review meeting.
Cllrs Pentney and Shackell to attend with Clerk and Internal Auditor.

14. Sports Ground Inspections and maintenance

- a. Councillor's report – Cllr Monk
- b. To report on items raised from previous inspections – adult exercise cross-trainer equipment repair.
- c. Volunteer work and items still requiring maintenance
- d. Car park fence
- e. Tree work required in the Autumn

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**17. Date of next meeting:** Thursday 10th November 2022 – to be held at Bures Community Centre, Nayland Road at 7.30pm

Future dates booked: 12th January 2023, 16th March, 11th May, 13th July, 14th September 2023.