

**DRAFT MINUTES OF THE MEETING OF CAPEL-LE-FERNE PARISH COUNCIL**  
**HELD ON 25<sup>th</sup> NOVEMBER 2021**

**Present:** Cllrs; Alfsdotter, Holliday, Lake, Leppard, Norris, Pilcher and Young, together with Community Warden Janice Henry, PCSO Megan Keehner, District Councillor Martin Hibbert and County Councillor David Beaney.

Condolences expressed to Cllr: Leppard.

1. **APOLOGIES** – Cllrs: Greening and Seager. *(In the absence of Chairperson, Cllr. Pilcher took the chair).*

2. **PUBLIC ADDRESS TO COUNCILLORS, FEEDBACK FROM COUNCIL SURGERY and OTHER SOURCES**

*Public addressing the members, should be on this item on agenda only and not during other discussions during the meeting. Items raised are discussed by Councillors under related entries on Agenda.*

Surgery feedback

- Resident request for Councillors to consider a Christmas Tree on the Playing Field. *Action/Resolution: Time was against for this year. Further discussions to be held by the Events Working Party at their meeting in New Year, together with contact to Village Hall Management Committee on their opinion, especially for position of tree, temporary or permanent and electricity for lights.*
- Other. None

3. **MINUTES OF THE MEETINGS**

- The Minutes of the Meeting held on 23<sup>rd</sup> September 2021 were approved and signed as a correct record by the Vice-Chairperson, Cllr. Keith Pilcher, proposed by Cllr: Lake, seconded by Cllr: Young and agreed by all.

4. **DECLARATION OF PERSONAL INTERESTS** - None

5. **MATTERS ARISING NOT COVERED ELSEWHERE ON AGENDA**

- Village Hall booked for monthly meetings from January 2022 and other event as previously discussed.
- Defibrillators training for public to be investigated further and held in Spring.

6. **PLANNING.**

a) **Applications.**

- 21/01335, Certificate of Lawfulness (existing) for the continued use of the amenity area, Varne Ridge Caravan Park 145 Old Dover Road Capel Le Ferne CT18 7HX  
*Action/Resolution: Granted full Planning Permission.*
- 21/01312, Erection of single storey rear and side extensions incorporating integral garage, front porch roof covering and insertion of 1no. rooflight to front elevation (existing garage, front porch and conservatory to be demolished), Pandora 5 Avondale Road Capel Le Ferne CT18 7LE  
*Action/Resolution: Granted full Planning Permission.*
- 21/01287, Erection of two-storey and single-storey side/rear extensions (existing conservatory to be demolished), 5 Elizabeth Drive Capel Le Ferne CT18 7NA  
*Action/Resolution: Granted full Planning Permission.*
- 21/01445, Erection of a first-floor rear extension, 33 Capel Street Capel Le Ferne CT18 7LY  
*Action/Resolution: Granted full Planning Permission*
- 21/01406, Variation of Condition 2 (commencement dates) of planning permission DOV/19/00669 to clarify the period relating to commencement of the development (application under Section 73), Land Between Nos 107 And 127 Capel Street Capel Le Ferne  
*Action/Resolution: Awaiting Decision from Dover District Council.*
- 21/01737, Erection of a detached dwelling, creation of vehicular access and parking, Site At 147 New Dover Road Capel Le Ferne CT18 7LF  
*Action/Resolution: Awaiting Decision from Parish Council/Dover District Council.*
- 21/01627, Erection of a part first floor rear extension with steps, an observatory over, glass balustrade, an attached five-bay, garage/home-office and solar panels to existing roof Villacana New Dover Road Capel Le Ferne CT18 7JB  
*Action/Resolution: Awaiting Decision from Parish Council/Dover District Council.*

Signed ..... Chairperson

Date: 15<sup>th</sup> February 2022

- b) **(HLAA/LALP) - Dover District Council Land Allocation Local Plan Consultation**  
Still waiting Phase 2 consultation notification from Dover District Council. District Councillor Hibbert advised the LALP was ongoing and hopefully would be ready early in the New Year.

## 7. **DELEGATES' REPORTS**

### a) **Neighbourhood Watch**

PCSO Megan Keehner and Community Warden Jan Henry

- PCSO Report for October had been circulated to members and on Website/Facebook Page/Email database for information.
- New "My Community" Police alerts being sent and circulated.
- Incidents reported to Kent Police included, two suspicious vehicles, fly-tipped number plates and a welfare check request.

### b) **Play equipment**

#### ➤ **Equipment Status**

- Bi-monthly monitoring report completed and circulated to members. Items noted attached ; Corrosion on various parts of paintwork on some equipment. *Action/Resolution: To address this in the Spring next year for repainting.*
- Self-closing hinges to gates on play area and skate-park areas chased with contractor.
- New toddlers play equipment unit: Anticipated installation late December/early January.

### c) **Highways**

Highway Improvement Plan in the Village

- Traffic Regulation Order posted until 3<sup>rd</sup> December 2021. *Action/Resolution: Following work will be programmed by Kent Highways following consultation stage.*

#### **Capel Street**

- Dragons Teeth on entrance, Signposts and 20mph repeaters, Lay 25m of double yellow lining, junction with B2011

#### **Other Roads**

- Lay 11no. (not 22), 20mph speed limit roundels in carriageway.

#### **To be pursued further:**

- Footpath in Capel Street from just North of Capel Primary School to The Winehouse Lane/ Hurst Lane
- In view of Cats Eyes not forthcoming, the worn hatchings on B2011 to be considered. Kent Highways may undertake junctions first and middle road hatching in next financial year.
- Petition for Dover Hill Lane changes was reported as submitted to Kent Highways.

### d) **Public Rights of Way**

- Second cut finally completed by KCC.
- Site of Special Scientific Interest (SSSI) on Old Dover Road pursued further and map detailing areas concerned had been circulated for future information.

### e) **Speed Watch**

- Following a well-attended and informative meeting of volunteers with Kent Police Officer, a request was circulated to Councillors to consider the purchase of two cameras. One on a tripod to record vehicles and one body harness worn to record any personal approaches, to alleviate harassment and abuse.
- It was also requested to consider the purchase of a new Speed Indicator Device, owing to the existing being 5 years old and coming to end of perceived life expectancy. *Action/Resolution: Councillors decided that support should be shown for the volunteers in their endeavours to educated speeding drivers. It was agreed by all present, to allow a budget of approximately £2,500 for these items.*

### f) **Queen's Platinum Jubilee 2022**

A further Working Party meeting held and reported the following:

- Costings for Plans presented to members for covering costs for the event, i.e., entertainment, singer, bouncy castle, cake, would be in the region of approximately £800.00. This amount was proposed by Cllr. Pilcher, seconded by Cllrs. Young and Lake, with all present in agreement.
- Saplings from Woodland Trust on order anticipated delivery in Spring.
- National Lottery Heritage funding grant to be investigated and reported back at next meeting.

Signed .....

Chairperson  
Date: 15<sup>th</sup> February 2022

g) **Resilience Plan**

Cllr: Seager and Clerk to meet in the New Year to update document

h) **Capel Cares**

Excellent attendance at Coffee Morning in November. Next Coffee morning is on 3<sup>rd</sup> December, followed by a Christmas Meal.

The group continues to help and assist the community where required, including taking residents for their Covid vaccinations.

Future use of Village Hall, maybe the large hall, to be discussed further.

i) **Grapevine Newsletter**

Appreciation to be expressed to volunteer deliverers.

Cost of coloured version was debated further following resident request. *Action/Resolution: It was agreed by all present to ask those concerned with extra cost involved, for a plan on what they require funds to be used for. Cost of adverts to be considered at next meeting when budget for 2022-23 is on agenda.*

j) **Village Hall Management Committee**

Full report in Grapevine Newsletter.

Small Hall booked now for Council meetings from January 2022, reverting back to 3<sup>rd</sup> Tuesday of each month at 7.30pm.

k) **Training/workshops/seminars**

Received and circulated to Councillors and some attended online by either Councillors or Clerk; Preventing and Disrupting County Lines Exploitation attended by Clerk and Insurance Company Running Successful Events being attended by Cllr. Pilcher.

l) **District Councillor Martin Hibbert:**

- Speed Watch support and funding for providing new equipment should be investigated.
- Broadsole Lane drainage work outcome positive for the New Year.
- Precept expenses to be consider at the January meeting when budget for 2022-23 discussed.
- Consideration should be given to Community Grant Scheme of Organisations.
- Bullying and Harassment of Councillors and staff – information available on Dover District Council website.

**County Councillor David Beaney:**

- Alcohol awareness week will be published soon.
- Covid figures reported to be falling in Dover area.
- Cause for concern that Manston Airport will no longer be available for lorry parking.
- White ribbon day campaign (domestic violence) starting in 16 days.
- Enforcement group for litter etc., underway, with Action Meetings available.
- Christmas Event to be held at Maison Dieu on 4<sup>th</sup> December.
- Reminder that there is still County Councillor funding available and to be considered.

m) **Other.**

- Noticeboards – clerk reported difficulty in opening the four noticeboards around the Village, and that they were in need of refurbishment. *Action/Resolution: Cllr. Pilcher to examine accordingly in the first instance. As they are little used, except for generic information, due to more communication now via internet, further discussion would take place on way forward.*

**8. CORRESPONDENCE****Other items received:**

- List of email items received was circulated as attached. (Pages 6-9)
- Kent Association of Local Council Awards 2022 discussed and a decision made and would be revealed next year if accepted.

Signed ..... Chairperson

Date: 15<sup>th</sup> February 2022

9. **CHEQUES/BACS PAYMENTS**

The attached cheques and BACS payments were approved and authorised: (Page 5)

Proposed by Cllr: Lake, seconded by Cllr: Norris and agreed by all present.

Signed by the Vice-Chairperson Cllr. Pilcher, having been confirmed by Clerk/Responsible Finance Officer.

10. **MATTERS CONCERNING THE PARISH**

a) **Councillors' comments** –

➤ Bridleway signage in Green Lane, Capel Street end, not indicating “no motorcycles”.

*Action/Resolution: Clerk to report to KCC Public Rights of Way for replacement.*

➤ Drainage issues in Capel Street a cause for concern. *Action/Resolution: Report to Kent Highways.*

b) **Approve resolution to discuss any confidential issues** – None

11. **DATE OF NEXT MEETING**

➤ Tuesday, 18<sup>th</sup> January 2022 at 7.30pm in the small hall

12. **CONFIDENTIAL ITEMS** - None.

Signed ..... Chairperson  
Date: 15<sup>th</sup> February 2022

**INCOME/EXPENSE 24.09.2021. to 25.11.21. To be confirmed and agreed**











Date	To/From Whom	Particulars of Payment	Amount	VAT	TOTAL EXPENSES	TOTAL RECEIPTS 61,688.41		Cheque, BACS, DD, SO	BANK A/Cs	Reconciled
	<b>Bought Forward</b>									
24.09.21	Dover District Council	Grapevine Print September	550.00		550.00		R	BACS		
24.09.21	Bright Ideas	Defibrillator installation	375.00	75.00	450.00		R	BACS		
28.09.21	Stephen Huxtable	St Marys Church grass cutting	120.00		120.00		R	BACS		
28.09.21	Staff	Expenses: Broadband & Energy	18.00		18.00		R	SO		
29.09.21	Harmer & Sons	Grounds Maintenance September	567.50	113.50	681.00		R	BACS		
30.09.21	Nat West	Interest Reserve account	0.38			0.38	R	INT		
30.09.21	Dover District Council	Lease on Playing Field	112.50		112.50		R	SO		
01.10.21	Kent Cables	Monthly Contract	37.50	7.50	45.00		R	DD		
05.10.21	HMRC	PAYE	311.40		311.40		R	DD		
07.10.21	Kent Cables	Monthly SIM	19.20	4.80	24.00		R	DD		
11.10.21	Kent County Council	TRO Parking restrictions	2,400.00		2,500.00		R	BACS		
13.10.21	Parishioner	Adverts	38.00			38.00	R	BACS		
13.10.21	Residents	History Books	35.00			35.00	R	BACS		
19.10.21	Dover District Council	Grapevine Print October	550.00		550.00		R	BACS		
19.10.21	Staff	Salaries	520.74		520.74		R	BACS		
28.10.21	Staff	Expenses: Broadband & Energy	18.00		18.00		R	SO		
10.10.21	B Young	Hedge top Capel Street	80.00	16.00	96.00		R	BACS		
29.10.21	Harmer & Sons	Grounds Maintenance October	567.50	113.50	681.00		R	BACS		
29.10.21	Wicksteed	Repairs to Zip Wire	731.00	146.20	877.20		R	BACS		
29.10.21	Nat West	Interest Reserve account	0.31			0.31	R	INT		
01.11.21	Kent Cables	Monthly Contract	37.50	7.50	45.00		R	BACS		
08.11.21	Kent Cables	Monthly SIM	19.20	4.80	24.00		R	DD		
15.11.21	Parishioner	Advert	28.00			28.00	R	BACS		
15.11.21	Dover District Council	Grapevine Print November	550.00		550.00		R	BACS		
15.11.21	P Relf	Refund Advert	40.00		40.00		R	BACS	<b>Cash/Chq in Hand</b>	<b>1.56</b>
16.11.21	Staff	Salaries	520.74		520.74		R	BACS	<b>Reserve A/c</b>	<b>33,464.26</b>
23.11.21	Expenses	Expenses, Ink Cartridges £73.29. Laptop Keys £7.79	73.29	14.66	95.74		R	BACS	<b>Current</b>	<b>1,219.33</b>
23.11.21	Various	Wreaths	62.00			62.00	R	BACS	<b>Project</b>	<b>19,646.63</b>
23.11.21	Various	Adverts	1,310.00			1,310.00	R	BACS		<b>54,331.78</b>
				503.46	8,830.32	63,162.10			<b>Less Un-Reconciled</b>	<b>0.00</b>
						<b>54,331.78</b>				<b>54,331.78</b>

Signed .....

Chairperson

Date: 15<sup>th</sup> February 2022






**Associated Documents Received at Meeting Tuesday, 25<sup>th</sup> November 2021****Agenda Item 8****Emails, Brochures, magazines, etc., correspondence items:***(List of email items received attached and/or previously forwarded).**Due to a vast amount of emails received and to save paper, if Councillors require any of them, please contact Clerk and relevant emails will be forwarded on).*

National Association of Local Councils	 NALC EVENTS	23/11/21 10:01
Info	2nd email - Bringing live arts to your community hall or space - Wednesday 1 December, 7.0...	16/11/21 14:47
Info	Bringing live arts to your community hall or space - Wednesday 1 December, 7.00 to 8.15 pm	16/11/21 14:12
National Association of Local Councils	 NALC EVENTS	16/11/21 10:00
Road Safety Week	 * FNAME *, it's time to tell us about your Road Safety Heroes	05/11/21 12:26
White Cliffs Engraving	2021 Xmas Closure	04/11/21 13:55
alert@neighbourhoodalert.co.uk	Personal invitation to join us for our FREE online event	04/11/21 09:07
National Association of Local Councils	 JOB LISTINGS	01/11/21 10:00
Kent Association of Local Councils	Local Government Bulletin 26 October	28/10/21 09:46
Kent Association of Local Councils	Local Government Bulletin 27 October	28/10/21 09:15
ADUGUEST01@kent.gov.uk	Contain Outbreak Management Fund (COMF)	27/10/21 17:04
Terry Martin	KALC AGM on Saturday 13 November 2021 - agenda and supporting papers	26/10/21 16:47
National Association of Local Councils	 NALC EVENTS	26/10/21 10:09
Neighbourhood Alert	Neighbourhood Watch 2021 Crime and Community Survey Launched 20/10/2021 14:13:5...	20/10/21 14:24
Andrew Judd 46059727	NHW Message - survey from National NHW	20/10/21 14:19
Road Safety Week	Four weeks to Road Safety Week	20/10/21 12:35
Neighbourhood Alert	Neighbourhood Watch Community Grants Fund 19/10/2021 17:33:26 [400609]	19/10/21 17:32
National Association of Local Councils	 NEW PUBLICATION	19/10/21 09:44
Helen Griffiths, Fields in Trust	Parks for people, places, and the planet 	18/10/21 19:00
Andrew Judd 46059727	NHW Message - Spot the signs of modern slavery and exploitation	18/10/21 11:56
Neighbourhood Alert	Find Out About How Our Community Grants Fund Could Help Your Scheme 18/10/2021 09:...	18/10/21 09:46
Neighbourhood Alert	Neighbour of The Year Award 2021 14/10/2021 10:36:54 [399886]	14/10/21 10:37
National Association of Local Councils	 NALC EVENTS	14/10/21 09:29
Charmaine Keatley	Health and wellbeing case studies call	12/10/21 16:07
Charmaine Keatley	Freedom of Information & Report Writing for Local Councils Workshops	12/10/21 15:56
Tricia Casey-Green	KALC Finance Conference Flyer	12/10/21 09:22
National Association of Local Councils	 NALC ONLINE EVENTS	11/10/21 09:29
Stuart Pettit	KOMPAN Green Strategy & Recycled Playground Products	08/10/21 12:58
National Association of Local Councils	 NALC STAR COUNCIL AWARDS 2021	06/10/21 15:02
Andrew Judd 46059727	NHW Message - Children taught policing skills in schools courses	06/10/21 12:45

Signed .....













Chairperson

Date: 15<sup>th</sup> February 2022

Wicksteed Leisure	The latest news from Wicksteed Leisure	06/10/21 12:22
Charmaine Keatley	Health and Wellbeing Case Studies	05/10/21 10:33
National Association of Local Councils	 NALC ONLINE EVENTS	05/10/21 09:29
National Association of Local Councils	 NALC STAR COUNCIL AWARDS 2021	04/10/21 09:29
Social Enterprise Kent	Register Now for Your Free Infection Protection and Control training with certificate.	01/10/21 13:20
Programme.Officer@folkestone-hythe.gov.uk	Publication of Core Strategy Review - Main Modifications Consultation following Examination	01/10/21 08:10
admin@southwestplay.co.uk	South West Play Brochure	30/09/21 13:38
Brockman, Mark	M20 London bound closure - 30th September 2021	28/09/21 15:03
Social Enterprise Kent	Register Now for Your *Free Infection Protection and Control training with certificate & Risk ...	27/09/21 16:32
Brockman, Mark	A2 Duke of York roundabout to Whitfield roundabout (London bound) closure: 27th Septem...	27/09/21 12:42
National Association of Local Councils	 NALC ONLINE EVENTS	27/09/21 09:30
Helen Griffiths, Fields in Trust	Future Proof Parks - working with young volunteers 	24/09/21 17:34
Charmaine Keatley	Public Speaking for Councillors	24/09/21 11:10
Brake, the road safety charity	Get your FREE action pack - sign up for Road Safety Week 2021	23/09/21 16:05
Anna Beams	Mulberry & Co Training for Town & Parish Councils: **NEW FINANCE TRAINING MODULE**	23/09/21 16:03
National Association of Local Councils	 LCR MAGAZINE	23/09/21 15:31







Signed ..... Chairperson  
Date: 15<sup>th</sup> February 2022

**ITEMS ALREADY FORWARDED**

→	National Association of Local Councils	 NALC NEWSLETTER	24/11/21 10:01
→	busfuture@kent.gov.uk	Stakeholder Update - National Bus Strategy	24/11/21 09:57
→	Cllr-Martin Hibbert	DDC Tenant News - Winter 2021	23/11/21 13:04
→	National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	19/11/21 16:45
→	Kent Association of Local Councils	KALC CEO Bulletin - November 2021	19/11/21 14:34
→	Kent Association of Local Councils	Local Government Bulletin 18 November	19/11/21 12:34
→	Tricia Casey-Green	General Events Flyer - KALC Winter Events	19/11/21 12:27
→	Terry Martin	Civility and Respect Newsletter	19/11/21 09:57
→	Terry Martin	KALC virtual Climate Change Conference - 15 December 2021	18/11/21 16:25
→	Kent Association of Local Councils	Local Government Bulletin 17 November	18/11/21 10:54
→	Terry Martin	NALC Policy Consultation Briefing - Environmental Permitting Regulations.	18/11/21 09:28
→	Kent Association of Local Councils	Local Government Bulletin 16 November	17/11/21 15:29
→	National Association of Local Councils	 NALC NEWSLETTER	17/11/21 09:59
→	Kent Association of Local Councils	KALC AGM 13 November 2021 - Climate Change presentation	15/11/21 13:54
→	National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	12/11/21 17:01
→	DDC Licensing	Hackney Carriage & Private Hire Policy 2022-2027	12/11/21 16:29
→	Tricia Casey-Green	Bidwriting For Local Councils...Don't Miss Out	11/11/21 14:47
→	Terry Martin	KALC AGM on Saturday 13 November 2021 - revised agenda and Matters Arising Paper	10/11/21 12:19
→	National Association of Local Councils	 NALC NEWSLETTER	10/11/21 09:59
	Terry Martin	Latest Kent Police Rural Task Force report and Summer Edition of Rural Matters	10/11/21 09:22
→	National Association of Local Councils	 NALC EVENTS	09/11/21 10:00
→	National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	05/11/21 15:45
→	Tricia Casey-Green	Health and Wellbeing Conference 23 November 2021	05/11/21 14:47
	kalc	South Kent Coast Health Reference Group meeting	04/11/21 14:10
→	Laura Dyer	FINAL Reminder - Notice of KALC AGM on Saturday 13 November 2021	03/11/21 09:26
→	Laura Dyer	KALC NEWS OCTOBER 2021	02/11/21 10:56
→	National Association of Local Councils	 NALC EVENTS	02/11/21 10:00
→	Andy Cotter	Welcome back to the Communities newsletter	01/11/21 09:00
→	National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	29/10/21 15:45
→	National Association of Local Councils	 NEW PUBLICATION	28/10/21 10:01
→	National Association of Local Councils	 NALC NEWSLETTER	27/10/21 10:00
→	Tricia Casey-Green	KALC Health And Wellbeing Conference 23 November 2021	25/10/21 12:27
→	National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	22/10/21 16:00

Signed ..... Chairperson  
Date: 15<sup>th</sup> February 2022



→	kalcareasecretary@btinternet.com kalcarea...	Fwd: Agenda, Minutes and message from Chairman . KALC Dover Area Committee Meeting n...	22/10/21 11:43
→	Terry Martin	KALC CEO Bulletin - October 2021	21/10/21 14:25
	Andy Cotter	REGISTER for our webinar on events	20/10/21 12:02
→	National Association of Local Councils	 NALC NEWSLETTER	20/10/21 09:29
→	National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	15/10/21 16:45
	Terry Martin	Prevent Venue Hire Guidance, Guidance Workshop and K&M Prevent Newsletter	15/10/21 13:00
→	Laura Dyer	Reminder - Notice of KALC AGM on Saturday 13 November 2021	14/10/21 12:39
→	Kent Resilience Forum	Kent Prepared Newsletter - Autumn issue	13/10/21 09:53
→	National Association of Local Councils	 NALC NEWSLETTER	13/10/21 09:29
→	National Association of Local Councils	 NALC ONLINE EVENTS	12/10/21 09:29
→	Mark.Welch2@kent.gov.uk	FW: Kent Rail Summit 2021	11/10/21 11:14
→	National Association of Local Councils	 CHIEF EXECUTIVE'S BULLETIN	08/10/21 16:02
→	Tricia Casey-Green	KALC Events in October!	07/10/21 14:24
→	kalcareasecretary@btinternet.com kalcarea...	Agenda, Minutes and message from Chairman	06/10/21 15:02
→	National Association of Local Councils	 NALC NEWSLETTER	06/10/21 09:29

**Other items received:**

1. Hawkinge & Capel Community ad Magazine
2. Glasdon Street Furniture Brochure
3. Viking Direct stationary brochures x 2 and making winter work leaflet
4. Headstart Kent – Kent Resilience Hub letter and posters
5. Active Lives MORI Survey – completed
6. Samitans Quiz Evening 27<sup>th</sup> November
7. Victim Support letter requesting financial donation
8. Civility and Respect Newsletter

<i>Projects:</i>	<b>19,646.63</b>
> <i>Toddler Climbing Frame £12,700</i>	
> <i>Self-closure Gate Hinges £930</i>	
> <i>Traffic Management £3,937</i>	
> <i>Other £2,079.62</i>	
<i>Balance in hand</i>	<b>34,685.15</b>
<b>TOTAL</b>	<b>54,331.78</b>

Signed ..... Chairperson  
Date: 15<sup>th</sup> February 2022

Recreational Facility Report							Date Inspected 11/10/21		
	Item	Structure	Moving Parts	Paint	Surfacing	Free from Vandalism	Signage	Area Cleanliness	Fit for Use
<b>Childrens Play Area</b>	Roundabout	√	√	√	√	√	N/A	√	√
	Todler Swings	√	√	√	√	√	N/A	√	√
	Junior Swings	√	√	√	√	√	N/A	√	√
	Alpine Crossing	√	√	√	√	√	N/A	√	√
	Multiplay	X	√	X	√	√	N/A	√	√
	Balance Bar	√	√	√	√	√	N/A	√	√
	Giant Steps	√	√	√	√	√	N/A	√	√
	Perimeter fence	√	N/A	√	N/A	√	√	√	√
Comments: <b>Some minor corrosion on multi-play structure</b>									
	Item	Structure	Moving Parts	Paint	Surfacing	Free from Vandalism	Signage	Area Cleanliness	Fit for Use
<b>Outdoor Gym Equipment</b>	Step Up & Treadmills	√	√	√	√	√	√	√	√
	Pull Down & Shoulder Press	√	√	X	√	√	√	√	√
	The Bench	√	√	√	√	√	N/A	√	√
	Junior Recumbent Bike	√	√	√	√	√	N/A	√	√
	Senior Recumbent Bike	√	√	√	√	√	N/A	√	√
	Hand Bike	√	√	√	√	√	N/A	√	√
	Leg Press	√	√	√	√	√	√	√	√
	Junior Cross Trainer	√	√	√	√	√	N/A	√	√
	Senior Cross Trainer	√	√	√	√	√	N/A	√	√
	Senior Fitness Bike	√	√	√	√	√	√	√	√
	Junior Fitness Bike	√	√	√	√	√	√	√	√
	Chest Press	√	√	√	√	√	√	√	√
	Seated Row	√	√	√	√	√	√	√	√
Leg Press & Oblique	√	√	X	√	√	√	√	√	√
	Welcome Sign	√	N/A	√	N/A	√	√	√	√
Comments: <b>Some minor corrosion on leg press and shoulder press</b>									
	Item	Structure	Moving Parts	Paint	Surfacing	Free from Vandalism	Signage	Area Cleanliness	Fit for Use
<b>Skate Park</b>	Beatrice Rd end Ramp	√	√	√	√	√	√	√	√
	Centre Ramp	√	√	√	√	√	√	√	√
	Elizabeth Drive end Ramp	√	√	√	√	√	√	√	√
	Grind Rail	√	√	√	√	√	√	√	√
	Bench	√	√	√	√	√	√	√	√
	Perimeter Fence	√	N/A	√	N/A	√	√	√	√
Comments									
	Item	Structure	Moving Parts	Paint	Surfacing	Free from Vandalism	Signage	Area Cleanliness	Fit for Use
<b>Surrounds</b>	Youth Shelter	√	N/A	√	√	√	N/A	√	√
	Picnic Tables and Bench	√	N/A	√	√	√	N/A	√	√
	BMX Double Ramp	√	N/A	√	X	√	N/A	√	√
	BMX Duck Under Hurdle	√	N/A	√	N/A	√	N/A	√	√
	BMX Jump Ramp	√	N/A	√	√	√	N/A	√	√
	BMX Slalom Poles	√	N/A	√	N/A	√	N/A	√	√
	MUGA	√	N/A	√	X	√	N/A	√	√
	Petanque court	√	N/A	√	√	√	√	√	√
	Litter Bins	√	N/A	√	N/A	√	N/A	√	√
	Village Hall Defibrillator	Batteries installed for 5 years			27/03/18	Check Unit	√	Check Pad Date	√
	Shop Defibrillator	Battery expiry January 2026				Check Unit	√	Pad Expiry	19/06/25
Comments: <b>BMX DOUBLE RAMP Surface worn on double ramp but not serious. Some minor corrosion on steelwork of MUGA.</b>									
	Item	Structure	Moving Parts	Paint	Surfacing	Free from Vandalism	Signage	Area Cleanliness	Fit for Use
<b>Zip Wire Petanque Court</b>	Wire Tension	√	N/A	√	N/A	√	N/A	N/A	√
	Running Gear	√	√	√	N/A	√	N/A	N/A	√
	Zip Wire Seat	√	N/A	√	N/A	√	N/A	N/A	√
	Rubber Tyre Stops	√	N/A	√	N/A	√	N/A	N/A	√
	Ramps and Platforms	√	N/A	√	N/A	√	N/A	N/A	√
	Support Structures	√	N/A	√	N/A	√	N/A	N/A	√
	Groud Mats	√	N/A	√	√	√	√	√	√
	Petanque Court	N/A	N/A	N/A	√	√	N/A	√	√
Comments									

Signed ..... Chairperson  
Date: 15<sup>th</sup> February 2022