



RUDGWICK PARISH COUNCIL

Minutes of the Halls, Recreation and Open Spaces Committee Meeting of Rudgwick Parish Council held on Monay 17th November 2025 at 6.30pm.

The meeting started at 6.33pm

Present: Councillors D Buckley, A Haynes (Chair), P Kornycky, S Kornycky, A Ryan

Also in attendance: Parish Clerk Anna Clayton, Assistant Clerk Sarah Hall

Cllr R Gardiner-Hill and Cllr G Luchian were in attendance as members of the public

HROS01-25/26	Apologies for Absence Cllr I Maclachlan was absent.
HROS02-25/26	Declarations of Interest No Declarations of Interest as defined under the Localism Act 2011 and the Parish Council Code of Conduct were made and this was resolved to be noted.
HROS03-25/26	<u>Minutes of Halls, Recreation and Open Spaces Meeting 26th February 2025</u> It was resolved to approve Minutes as an accurate record of the council meeting held on 26 th February 2025 and for the chairman to sign these.
HROS04-25/26	Public Speaking Session (for noting only) There were no public speakers.
HROS05-25/26	Clerk's announcements/decisions (for noting only) • Playground Painting – Springtime initiative would require: Risk Assessment, Volunteer Forms (aware of risk form), 18+ stipulation (as the paint used is likely to be toxic) and to Inform insurance beforehand. Volunteers required • Field user hire agreements and Licences update • Work nest – Contract to commence 1st December (H&S and fire risk assessment) • Salt bin installed outside Little Street
HROS06-25/26	Rudgwick Hall It was resolved unanimously to recommend to the Full Council to resolve: • <u>Office refurbishment update</u> – Clerk gave an update, time required for Clerk and Assistant Clerk to clear out the office to enable works to commence. • Replacement of stage curtains/hall curtains/blinds – <u>See report Fabric options</u> – Cllr Gardiner-Hill has looked into possible grant options to pursue. Clerk to approach previous contractors for updated quotations to progress stage curtains and hall curtains/blinds. • Flooring – update on repairs and varnish maintenance – <u>Quotation Floor Joist 10% discount</u> and <u>quotation Floor Maintenance</u>. Work diarised for 22.12.25 • <u>Shutter Service</u> – not required. • Hall entrance signage (report circulated to all Cllrs ahead of the meeting) – agreement to 1 x sign to be replaced KGV Playing Field wording and with Little Street Logo. £50

	suggested as the contribution from Little Street. Remove damaged sign from entrance. No further action for private/tourist signage. • Footpath (hedge cutting of boundary fence) – Grasstex contacted for a quote, Cllr Ryan and Cllr Lucian have confirmed they are happy to assist with these works at no cost to RPC. Assistant Clerk to advise Grasstex. Ongoing costs to maintain the hedge would need to be considered, to keep the footpath clear. Clerk to investigate adding this to our annual maintain contract depending on cost. • SLN – deep clean for RH & JH) quote received For Jubilee Hall and Rudgwick Village Hall, the proposed work will include: – Low level exterior and high & low level interior window cleaning – High level dusting / cobweb removal (as a refresh) – Skirting boards cleaning The total price for both halls together, excluding the roller blinds and exterior high level windows, is £249.00 + VAT. – Cllrs were happy to recommend to the Full Council approval.
HROS07-25/26	Jubilee Hall It was resolved unanimously to recommend to the Full Council to resolve: • The commencement of the registration forthwith of our title. Clerk to contact solicitors for a fee proposal to commence proceedings. • Update on (Church) Kings Head project • Update on bamboo – Village Warden Simon, has laid a membrane and gravel to the rear of JH, this will help with future growth, will be monitored as an ongoing action. • Lighting (awaiting quotations) (Lighting inventory) • Survey update It was suggested that Mike was contacted to take a look at the cracks now the weather has changed. Due to the costs involved in renovating and with the Kings Head project ongoing, it was decided a further survey was not required at this time but cracks would be monitored.
HROS08-25/26	King George V Building /Field/ Little Street premises It was resolved unanimously to recommend to the Full Council to resolve: • KGV exterior lighting update – Assistant Clerk gave an update on the PIR, awaiting confirmation from TMS. • KGV shower replacement pump update: Goodwins quoted £685 + VAT. Approved at the November FCM. Order timescale around 2 weeks for parts. Goodwins are booked to carry out the works on 20.11.25. • SLN – deep clean quote received for the KGV Building, based on our previous quotation from November 2022 (£179 + VAT) and the subsequent rate adjustments, the updated price for the deep clean (changing rooms, toilets, showers and corridor) is £229.00 + VAT. Cllrs were happy to recommend to the Full Council approval and this would be carried out at the end of the football season. • F3 – Update on sessions being held in the evenings, tenant and hirer consulted. Approval given for one week only, any further amendments to pre agreed day/times would require council approval, including the tenant and hirer in these discussions.
HROS09-25/26	RoSPA Update It was resolved unanimously to recommend to the Full Council to resolve to note the update: KGV Skatepark report Open spaces pond RH playground

	RH Playing fields Churchmans Meadow Spreadsheet detailing any item exceeding `8' (medium risk) Spreadsheet items to be actioned: • Skatepark: noted as surface cracking – Cracking will occur with concrete surface. Advisory at time of installation. RPC to monitor. • RH Playground: Assistant clerk to contact welder to remove bushes, volunteers required for a repaint of playground equipment, open spaces warden to monitor the actions noted. • Rudgwick Playing field: Pedestrian gate from RH front car park to be removed as timber decayed. Boundary fencing, ask Football Club to monitor. Open spaces warden to monitor the actions noted. • Open Spaces Pond: Assistant Clerk to obtain quotes form Bel signs for new signage to advise uneven surface. • Churchman Meadow: playground, Assistant clerk to contact welder to remove bushes, open spaces warden to monitor the actions noted.
HROS10-25/26	RYC It was resolved unanimously to recommend to the Full Council to resolve: • MUGA – project required to improve the playing area at the back of the youth centre. Make the area as big as possible within the boundary constraints. Look to build a dwarf wall approx. 1m high with fencing above. Include a bolted in basketball post. Cllr P Kornicky to work with Paul King-Fisher to measure up and put together a proposal, design with costings for materials. Approx budget between £2,000 - £2,500 estimated. Noting £1,500 already earmarked funds from works completed by the RYC volunteers at RH.
HROS11-25/26	Tree Survey It was resolved unanimously to recommend to the Full Council to resolve: Actions from 2025 tree survey and any additional tree works required. T9 (urgent) Fallen tree removed. Quotations for remedial works to priority HS2 and HS3 trees requested from Maximus Tree Care. T4 Tag 793 – HS3 (within 12 months of report date) * Ascertain ownership * - Once quote has been received from the tree surgeon, RPC will determine whether apportionment of cost is required by neighbouring properties. Tree survey has been sent to the tree surgeon RPC use for works, awaiting quotation for works. Noted that costs for works needs to be factored into the new budget. Tree Survey 2025 Table of Results Appendix 1 - Drawing KGV Playing Field Appendix 2 - Drawing Churchman's Meadow Appendix 3 - Drawing Fox Holes
HROS12-25/26	Date of next meeting: It was resolved unanimously for the next Halls, Recreation and Open Spaces Committee Meeting date to be advised.

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There being no other business, the Chairman closed the meeting at 8.19pm

Councillor Alex Haynes
Chairman

Date

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