

## **Supporting Paperwork for Brede Parish Council meeting 30<sup>th</sup> November 2021**

### **Item 8c**

Movements of reserves. The movements below are recommended to council.

Movement	Reason	Amount
general reserves to contingency	costs of community hall demolition	7500
environment reserves to grass cutting	cover extra grass cutting this year	860
Training reserves to clerks salary	to cover overtime on CiLCA	1500

**Recommendation.** To make approve the recommended virements.

### **Item 10**

#### **Adoption of Policies**

The three policies have been circulated separately.

**Recommendation.** To adopt the three policies as circulated.

### **Item 11**

#### **Repairs to play and Gym equipment**

The quote from Safeplay for the repairs needed to the play and gym equipment has been circulated separately.

**RECOMMENDATION:** To approve the spending of £710 (net) on repairs

### **Item 12**

#### **Quarterly and Yearly Play and Gym equipment inspections.**

All play equipment should have routine, operational and annual inspections. The following information has come from the RoSPA website.

#### **Routine Inspection**

*This looks at the equipment's basic condition, especially faults due to recent vandalism. Such inspections may be carried out by the manager or his/her staff and should be recorded on a simple sheet or book. The equipment supplier should provide a checklist – RoSPA can produce checklists if required. Frequency will vary with the site and local usage although weekly should be seen as a minimum.*

#### **Operational Inspection**

*This looks in more detail at the equipment, essentially at vandalism and certain types of minor wear. Such inspections may be carried out by the manager or his/her staff and should be recorded. With a good, routine hands-on check linked to the annual inspection, the quarterly check may not be necessary. RoSPA publishes "Routine Inspection of Playgrounds" to assist with this inspection.*

#### **Annual Inspection**

*This should be carried out by a specialist not connected with the playground operator or manager. Essentially it looks at vandalism, minor and major wear, long-term structural problems, changes in Standard compliance and design practice, risk assessment etc. Such inspections are offered by insurance companies, playground equipment manufacturers, commercial companies and safety organisations, such as RoSPA.*

Quotes from TMPI and Safeplay have been circulated.

RoSPA prices are on their website

Annual Inspection (5 pieces of equipment) £70

Extra pieces of equipment £3.50 each

Meeting with inspector on site £42

**RECOMMENDATION:** To approve a schedule of inspections.

**Item 13**

Countryman's prices will be just 2% (£5) increase on last years.

**RECOMMENDATION:** To approve six cuts from Countryman's at £265 per cut

**Item 14**

A brief specification of possibilities for a design for an alternative Pavilion for the Recreation Ground has been circulated.

**RECOMMENDATION:** To instruct the clerk to get quotes for costs for a design and plans from three architects.