



Wickham and Knowle Parish Council

Recreation Committee

(Chair Cllr Nic Holladay **Members:** Cllr Malcom Burt (Vice-Chair), Cllr Sheila Chambers, Cllr David Evans, Cllr Kathryn Holladay, Cllr Craig Manuel, Cllr Loraine Rappé, Cllr Ben Sawyers

Dear Committee Member

I hereby give you notice that a meeting of the **Recreation Committee** will be held at **Knowle Village Hall, PO17 5GR on Thursday 21st November 2024 at 7pm**. All members of the Committee are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

The meeting will be open to the public unless the Council directs otherwise. Meeting Papers are available on request from the Clerk, except where classified confidential.

Agenda item	Title	Lead	Page
1.	To receive apologies for absence	Chair	-
2.	To receive declarations of interest on agenda items	Chair	-
3.	Public Session	Chair	-
4.	To approve the minutes of the meeting held on 24 th October 2024	Chair	
5.	To receive an update on the Glebe Working Party	GWP	
6.	To receive the Clerk's Action Plan and updates on matters arising	Clerk	
7.	To receive Business Manager's Action Plan and updates on matters arising	Clerk	
Knowle Village Hall			
8.	To receive an update on the Village Hall extension project following planning permission being granted	Chair	
9.	To consider quotes to clean the kitchen extractor fan	Clerk	
10.	To consider quotes to convert the ladies toilets into an extra office for future expansion of the Parish Council team	Clerk	
11.	To discuss the 6 month review of the Village Café	Chair	
Wickham			
12.	To receive an update on the replacement Wickham Recreation Pavilion following decision by Policy & Finance Committee to approve a quote to submit the project for planning permission	Chair	
13.	To consider a quote to install a Smartaccess pedestrian gate to the Wickham MUGA and make a recommendation to Full Council	Clerk	
Mill Lane			
14.	To receive an update on the Mill Lane project	Chair	
15.	To approve the briefing document for WCC towards change of use of the Mill Lane site from sports pitches	Chair	
16.	To consider getting up to date quotes for a consultancy exercise with residents for the Mill Lane site in early 2025	Chair	
Other			
17.	To approve the proposed pitch improvement strategy for the Parish and recommend to Full Council	Chair	
18.	Recent correspondence/ reports from meetings attended of relevance to this Committee	Clerk	

Confidential			
19.	Motion for confidential business The following motion will be moved on the completion of the above business: "That in view of the confidential nature of the business about to be transacted involving sensitive business, the public and the press be temporarily excluded, and they are instructed to withdraw."	Chair	
20.	To discuss the shortlisted Grounds Maintenance Contract tenders and make a recommendation to Full Council for the preferred contractor	Chair	

Sophie Thorogood
Clerk and RFO to Wickham and Knowle Parish Council
clerk@wickhamparishcouncil.org
17th November 2024