



EAST PRESTON PARISH COUNCIL

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AMENITIES COMMITTEE

MINUTES: of the Proceedings of the Meeting of the Amenities Committee held on 18th May 2026 at 19.00, at East Preston Infant School, Lashmar Road, East Preston.

PRESENT: Cllrs S Wilkinson (Chairman), Councillor S Toney (Vice-Chairman), R McElroy, E Linton, C Bowman and Bradshaw.

ALSO: Dawn Reid (Assistant Clerk to the Council)
[REDACTED] and [REDACTED]

APOLOGIES: Cllr B Gale

The meeting opened at 19.00hrs, Cllr Wilkinson (Chairman) welcomed the attendees.

363/26 INTRODUCTIONS

A round of introductions took place.

On 11th May, the Assistant Clerk had asked members of the committee to let her know whether they wished to stand for Chairman and/or Vice-Chairman of the committee. Cllrs McElroy and Wilkinson had replied they were willing to stand for Chairman. Cllrs McElroy and Toney had replied they were willing to stand for Vice-Chairman.

364/26 ANNUAL APPOINTMENT OF THE CHAIRMAN OF THE AMENITIES COMMITTEE.

Councillor Linton was acting teller for the voting. Voting took place by a paper ballot. Councillor Linton confirmed all councillors present had voted. Councillor McElroy was appointed as Chairman of the Amenities Committee for the new municipal year.

365/26 ANNUAL APPOINTMENT OF THE VICE-CHAIRMAN OF THE AMENITIES COMMITTEE.

Councillor Linton was acting teller for the voting. Voting took place by a paper ballot. Councillor Linton confirmed all councillors present had voted. Councillor Toney was appointed as Vice-Chairman of the Amenities Committee for the new municipal year.

366/26 PUBLIC QUESTION TIME

As members of the public were present to discuss item 13d: Warren Recreation Ground - To consider the prevention of unauthorised access and the misuse of the tennis court. This item was brought forward in the agenda.

The committee thanked DJ and Mr P for their correspondence on this matter.

DJ reminded the committee of the meeting regarding the reoccurrence of the misuse of the tennis court which had taken place in March 2026, with Cllrs Linton, Wilkinson and the Clerk. DJ said that over the winter months the misuse appeared to have become less frequent but it has now started up again. DJ said that last summer some evenings the playing of football, music playing, loud noise and language had continued until late. DJ said the tennis court nets were being sat on and there was general misuse of the court. DJ reiterated the suggestions of preventative measures he and his neighbour had made in their correspondence.

A discussion took place on how access to the court was being gained. D J said that sometimes it was unauthorised access by climbing over the fencing and other times the key had been collected but football was being played and not tennis. He said he had also seen attempts to lift the fencing at the bottom to gain access but it had been unsuccessful. DJ said he was aware the local PCO had made several visits to the area and he had spoken with him about the issue. Unfortunately, this was not enough of a deterrent and the misuse still continues.

There was a discussion on CCTV and if it would be an effective deterrent at the tennis court. Cllr McElroy suggested as a starting point the committee could consider installing a physical barrier to prevent the unauthorised access. The committee could then address any issue with people who collect the key but then use the court for playing football.

A discussion took place on what type of physical barrier would be effective and would work with the existing fencing and gate. The committee suggested some type of extension to the existing fencing which could be angled outward may work.

The Assistant Clerk advised she had arranged to meet a fencing contractor to discuss this and she will update the committee in due course.

EJ asked if the committee could also install new larger signage solely saying 'no other ball games' and that the court is regularly monitored. The committee AGREED to the request and asked the Assistant Clerk to action this.

19.25 DJ and EJ left the meeting.

367/26 TO CARRY OUT THE ANNUAL REVIEW OF THE TERMS OF REFERENCE FOR THE AMENITIES COMMITTEE

The committee was unable to undertake the annual review of its Terms of Reference. This was because the Clerk had noticed a discrepancy between the Terms of Reference for all of the council's committees and the council's Standing Orders. He planned to refer this to the council's Personnel Committee following which the Terms of Reference back on the agenda for annual review.

The committee NOTED this item would be back on the agenda in due course.

368/26 APOLOGIES AND REASONS FOR ABSENCE

Apologies were received from Cllr B Gale (Holiday).

369/26 PERSONAL AND/OR PREJUDICIAL INTERESTS

The chairman asked councillors to declare any Personal/Prejudicial Interest prior to the agenda item being discussed.

370/26 MINUTES OF THE AMENITIES MEETING HELD ON 9TH FEBRUARY 2026

The draft minutes had been circulated to all councillors on 19th February 2026, asking for suggested amendments by 26th February 2026. The committee agreed the minutes as a true record of the meeting, held on 9th February 2026, the minutes were duly signed by Councillor McElroy.

371/26 UPDATE ON MATTERS FROM PREVIOUS MEETINGS

The committee noted the report which was circulated prior to the meeting.

Matters Arising from 19th May 2025

Minute 408/25 - To consider a request to replace the bollards at the end of Sea Road.

The committee will recall agreeing to replace the four existing bollards at the end of Sea Road, with four Manchester cast iron fixed type bollards. The committee had agreed to complete an application for a 'Lawful Development Certificate' to determine if planning permission should be sought. The application was submitted to Arun District Council (ADC) Planning department. ADC Planning has issued its 'Decision Notice' advising further explicit planning permission is not required.

Following the 'Decision Notice', Roy Allen contacted the committee to suggest the council seeks full planning permission to install the bollards. RA believes that ADC Planning had thought the Parish Council own or control the land where the bollards are located and this is incorrect. RA believes the advantage of applying for full planning permission, is that the proposal will be publicly advertised in a legally approved way, therefore giving anyone the right to object should they wish to. If there is an objection and it is rejected by planning then there is a clear, legal authorisation to proceed.

I contacted ADC Planning again and asked, given the Parish Council is not the landowner should it seek planning permission. Planning responded, 'A certificate for lawfulness proposed (CLP) is a technical assessment rather than a planning judgement. It can only determine whether proposed, or existing works are lawful, it does not grant planning permission. You can only install bollards on land you own or have permission to use, so I advise establishing land ownership via land registry in the first instance. I have again reiterated that the council has tried to establish who owns the land but no one claims ownership of this particular area, therefore should the council apply for planning permission.

Planning advised, 'You are welcome to submit a planning application, but it would reach the same conclusion at an additional cost, so it is not necessary to do so because you have legal permission to carry out the works.

I have proceeded to contact Land Registry once more to see if any landowner can be identified. Once the information is received it will circulate it to the committee.

For the committee's information, there is a cost involved in submitting a planning application, in December 2020 when I applied for planning permission to install the lighting columns at the Warren Recreation Ground car-park, the application cost was £256.00 inc VAT.

The committee is asked to consider how it would like to proceed with this project?

Dawn Reid – Assistant Clerk to the Council

30th April 2026

Matters Arising from 19th May 2025

Minute 421/25 BUS SHELTERS – To re-consider replacing the North Lane Bus Shelter.

Darren, WSCC Volunteers, sent his apologies to the committee for the long delay with the shelter rebuild. Darren advised it is now likely to be around July time before the team is able to start work on the shelter.

The committee will recall Darren has spent considerable time researching for suitable materials to build a composite shelter, unfortunately the materials he needed were unavailable at this time.

Darren proceeded to send ideas of types of shelters the team had built for the committee to consider (wherever possible they have used reclaimed timber). The majority of the committee favoured the Plaistow style shelter (as below).



The committee agreed to keep the shelter the same size and to use the existing concrete base. I have asked Darren to calculate the costs involved so I can provide this to the council's insurance company.

Dawn Reid – Assistant Clerk to the Council

29th April 2026

Matters Arising from 15th September 2025

Minute 629/25 WARREN RECREATION GROUND – The Playing of Cricket.

For the committee's information, this matter is currently being dealt with by the Full Council. As reported to the full council meeting on 13th April, the mediation exercise ended on 12th March when the mediator could see no benefit in continuing. At that council meeting, council made a number of resolutions, all detailed in Minute 242/26 of that meeting. Representatives from the Warren Recreation Ground Safety Group (WRGSG) and East Preston Cricket Club attended and addressed the meeting. Following that meeting, there has been ongoing correspondence between the WRGSG's solicitor and the council and the cricket club.

The council has bought some lockable bicycle chains for the cricket club to use to lock up the children's playground. Signage will be placed on the playground gates and an article included in the Spring 2026 newsletter about closure of the children's playground on cricket days. The council is aware the low wall and fencing around the children's playground will mean some people may still access the playground during matches.

The cricket club's contractor has carried out repairs to the eastern boundary netting, this includes an area of netting which was not previously in place. There has been no need for any repairs on the western side as yet.

Simon Cross – Clerk to the Council

6th May 2026

Minute 702/25 WARREN RECREATION GROUND – To receive an update on the emergency access procedure at Warren Recreation Ground.

The two new bollards by the security gate have now been installed, both bollards have been fitted with the 'key alike' padlocks. This now means that all of the sites access points are accessible by using the same key. All users have been informed of the new system and new keys have been issued. I have notified the emergency services of the new access procedure, to date I have received an acknowledgment from the Fire Service which has updated its records.

Dawn Reid – Assistant Clerk to the Council

23rd April 2026

Matters Arising from 10th November 2025

Minute 879/25 EAST PRESTON VILLAGE GREEN – To receive an update on the request from East Preston Festival Committee, to hold various events on the Village Green, as part of the 2026 Annual Festival.

For the committee's information, the committee will recall agreeing in principle to the request from East Preston Festival Society to hold the following events on the Village Green as part of the 2026 Festival:

Wednesday 27th May – Circus Day
Saturday 6th June – Community Market
Sunday 7th June – Car Show
Saturday 12th June – Parade Day/ Market
Sunday 13th June – Dog Show then Party on the Green.

For the committee's information all of the festival events Risk Assessment and Method Statements (RAMS) have been reviewed by Councillor's McElroy and Bowman and they are awaiting copies of first aid documents before the paperwork can be officially signed off.

Dawn Reid – Assistant Clerk to the Council

23rd April 2026

Minute 883/25 WARREN RECREATION GROUND - To consider information and a request from East Preston & Kingston Village Hall Foundation Trustees, relating to alteration to the hall's fire exits.

The Village Hall's contractor has installed the hall's two external fire exit ramps. The children's playground was closed whilst work took place on the Warren Room ramp. The contractor has returned and covered all protruding bolts with dome caps and also installed mesh along the bottom of the playground ramp to prevent children going underneath it. A temporary sign has been added saying keep off the ramp, a more permanent sign will be ordered when the Village Hall confirms attaching it will not affect the ramps warranty.

The council's site risk assessment has been updated to include the new fire exit ramps.



Dawn Reid – Assistant Clerk to the Council

7th May 2026

Minute 105/26 PUBLIC QUESTION TIME - East Preston Community Boardwalk - To consider a request from Sea Road Beach Access Limited, of accepting a gift of the East Preston Community Boardwalk.

For the committee's information, at the March Full Council meeting, RA requested a special meeting of the council to discuss this matter further. RA has said he now recognises that it is not a simple question for the Council to answer because the boardwalk's unique, novel design. Adding, there are no standards against for it to be judged or tested by.

A meeting was held on the 30th March 2026, where RA gave a short presentation to the council, to address any concerns regarding the community boardwalk's design. RA gave reassurance of his skills, knowledge and expertise as an engineer.

At the Full Council meeting held on the 13th April 2026, the Full Council voted and a majority agreed to the request from Sea Road Beach Access Limited, of accepting a gift of the East Preston Community Boardwalk. This will now be discussed at the council's F&GP meeting on 12th May 2026.

Dawn Reid – Assistant Clerk to the Council

23rd April 2026

Minute 114/26 GROUNDS MAINTENANCE – To consider information on the Grounds Maintenance Contract.

At the previous meeting the committee will recall postpone making its decision on the ground's maintenance contract until the next committee meeting. It was hoped that by this time more information would be available on the reorganisation of existing service contracts.

As the committee is aware, the council's current grounds maintenance contract is with ADC, who then engage Tivoli for its grounds maintenance work. The current contract is due to expire in March 2027.

To date the council has not been given any information on how the current service contracts are to be managed in the future. With this in mind, the recommendation would be to consider extending the current grounds maintenance contract for a further three years. This will allow time to establish how service contracts will be managed in the future.

For the committee's information, in the original signed agreement which dates 2013, it states if either party wishes to cancel this agreement they must do so in writing, giving at least one months' notice.

The committee is asked to consider the grounds maintenance contract for beyond 2027.

Minute 408/25 PUBLIC QUESTION TIME - Sea Road bollards – The committee thanked RA for his correspondence. A lengthy discussion took place on whether a planning application should be submitted or not, to replace the four bollards. The committee considered all the responses received from ADC Planning.

The committee recalled that the previous Land Registry applications had concluded that there is ‘no registered landowner’ for this land, therefore the committee expect the latest Land Registry application would reach the same conclusion. The committee asked the Assistant Clerk to circulate the application findings as soon as they have been received.

The committee VOTED and AGREED to install the replacement four bollards at the end of Sea Road, subject to the latest Land Registry application’s findings.

Minute 421/25 BUS SHELTERS – To re-consider replacing the North Lane Bus Shelter – The committee NOTED the work to replace the bus shelter is expected to begin in July 2026. The committee will await further updates in due course.

Minute 702/25 WARREN RECREATION GROUND - To review the emergency access procedure at Warren Recreation Ground – The committee NOTED the new emergency access procedure is now in place and is working well.

Minute 879/25 EAST PRESTON VILLAGE GREEN – To receive an update on the request from East Preston Festival Committee, to hold various events on the Village Green, as part of the 2026 Annual Festival. – Prior to the meeting, the Assistant Clerk circulated an event application form for the committee’s consideration. The application was received from The Royal British Legion (RBL), who would like to hold a Trench Experience event on 13th June 2026, 2pm – 6pm. The events paperwork has been directed to Cllr’s McElroy and Bowman for consideration.

Cllr Bowman had queried the experience’s control measures, asking how many people were allowed access at any one time and if there were any age limits to access the trench. The Assistant Clerk updated the committee, RBL has responded and said it is waiting for this information from the experience provider.

A lengthy discussion took place, Cllr McElroy raised the following points: whilst the experience provider has supplied its risk assessment the RBL also need to provide a copy of an overall risk assessment for its event.

The committee noted that extremely short notice given on this application and asked what consultation process had taken place with the Festival Committee and how appropriate this type of event was to festive week. The committee asked the Assistant Clerk to raise these points with RBL and the Festival committee.

The committee acknowledged the experience providers being used are the same as the council previously used to run the spitfire event and the spitfire event was well organised.

The committee VOTED and a majority AGREED that on this occasion to allow the event to proceed, subject to the requested paperwork being provided and agreed.

Cllr Toney abstained from voting on this event.

The committee requested that feedback is gained following this event.

Minute 105/26 EAST PRESTON COMMUNITY BOARDWALK – The committee NOTED the decision made at the 13th April 2026 Full Council meeting, to accept the community boardwalk as a gift.

Cllr Bowman informed the committee it appears that at the moment no one is sweeping off the pebbles and grass is growing up through the boards. Cllr Bowman queried who is responsible for the upkeep of the boardwalk. Cllr McElroy said this is not the council’s responsibility until the agreement has been completed. The committee then discussed who might take on this task. It was suggested Keep East Preston Tidy (KEPT), may be willing to take it on.

Minute 114/26 GROUNDS MAINTENANCE – To consider information on the Grounds Maintenance Contract –

The committee agreed it would be wise to wait for further information on the reorganisation of council’s and how the current maintenance contracts are to be managed in the future.

The committee VOTED and AGREED to a three-year extension on the current Grounds Maintenance contract.

The committee thanked the Assistant Clerk for all her updates.

372/26 PUBLIC TOILETS – SEA ROAD – 10a) To receive any updates on the Sea Road Public Toilets.

The committee NOTED the following paper which had been circulated in advance of the meeting:

For the committee's information:

Remedial work – Cubicle one was closed for a short period whilst the council's handyman replaced the cistern's broken flush handle. The system is now working as it should be.

The door handles on both cubicle one and two have been replaced with new stainless steel marine grade handles. The original handles were rusty and the paint was peeling off.

Deep Clean – The deep clean was carried out on all toilets on the 13th April 2026. This is the first of the two deep cleans planned for this financial year.

Opening times – For the committee's information, the toilets opening times sign has been updated. The new sign shows the changes to the seasonal opening times. The toilet's opening times now fall in line with ADC Cleansings opening times.

Dawn Reid – Assistant Clerk to the Council

31st March 2026

The committee NOTED the remedial work and deep clean have both been carried out at the toilets. The committee also NOTED the toilet's opening times sign has been changed to reflect the changes to the toilet's opening hours.

373/26 PUBLIC TOILETS – SEA ROAD – 10b) To consider installing an impact barrier to protect the Hoist Assisted Toilet's external wall.

The committee NOTED the following paper which had been circulated in advance of the meeting:

The committee will recall Cllr McElroy's request for this item to be added to the May meeting's agenda. Cllr McElroy felt installing a corner impact barrier would provide additional protection from vehicle collision. The committee will recall in 2025 a vehicle collided into the HAT's external wall causing extensive damage, the entire wall needed to be rebuilt.

Cllr McElroy advised that the Village Hall had recently installed a galvanised steel corner guard to protect the entrance ramp corner wall. He advised a taller protection barrier would be needed for the HAT wall.

The cost of a 1210mm high protection barrier is in the region of £440.00 exc VAT. In addition to this there will be the cost of installation. The total cost would therefore be in the region of £600.00.

Budget – There is sufficient funding in the 2026/27 WRG Sea Road Toilets – Repairs & Maintenance budget for this work.

All of the above information and examples of impact barriers were circulated electronically to the committee for its consideration prior to this meeting.

The committee VOTED and AGREED to install a corner impact barrier at the HAT wall.

Whilst discussing the installation of an impact barrier at the toilets, the committee also considered installing the same impact barrier around the lighting column at the recreation ground car-park and at the council office. Funding for this will come from the Warren Recreation Ground Trust - Car-park budget and the council office budget. All of the impact barriers have been installed.



The committee NOTED the impact barrier has been installed at the Hoist Assisted Toilet's (HAT) external wall.

Cllr McElroy suggested, the committee considers installing a further impact barrier at the other end of this wall for protection from vehicle impact. He said he had witnessed vehicles just missing hitting the wall on entering and exiting the car park. The Assistant Clerk queried if there was sufficient space for this. Cllr McElroy said there was. The Assistant Clerk said she will provide a breakdown of costings for the committee's consideration and advised there was sufficient funding in the WRG Trust - Sea Road Toilets budget to cover this expenditure.

The committee VOTED and AGREED to install another impact barrier at the other end of the HAT wall.

374/26 PUBLIC TOILETS – SEA ROAD – 10c) To receive an update on the 2026 Loo of the Year Awards.

The committee NOTED the following paper which had been circulated in advance of the meeting:

For the committee's information, the unannounced inspection visits usually take place sometime between August and September with the results announced at the end of October. Funding for the application comes from the Warren Recreation Ground Trust - Toilets budget.

The committee NOTED the Loo of the Year's unannounced inspection visits will take place sometime between August and September 2026.

375/26 EAST PRESTON VILLAGE GREEN – 11a) To receive an update on the south western corner proposal.

The committee NOTED the following paper which had been circulated in advance of the meeting:

The working party met Michal Zarzecki, Landscape Architect, to discuss his initial design strategy for improvements to the south western corner of the Village Green. At this meeting the working party gave Michal a clear plan of how it thought the project should progress. After further discussions and recommendations, Michal has now produced an interim sketch of his ideas for. The working party has provided its feedback and suggestions for moving forward with the design. For the committee's information there is £25,000.00 in the Village Green Improvements budget, some of which has been allocated to cover the cost of planting the wildflowers and the general upkeep of the green.

The Assistant Clerk updated the committee, the working party has received the updated interim sketch from Michal, the Landscape Architect. This was then circulated at the meeting. The Assistant Clerk highlighted the budget remaining for this project, once the Village Green allocated expenditure and the project's design fees have both been accounted for, there was approximately £19,000.00 remaining.

A lengthy discussion took place. The committee raised its concern regarding the cost and timing of this project, given the council had just purchased the property next door to the office.

Cllr Wilkinson suggested the committee considers placing the project on hold and that the projects remaining budget should be ringfenced for use at a later date. The committee thanked Cllr Wilkinson for his suggestion.

The committee VOTED and AGREED to place the Village Green south western corner project on hold, given the council's current commitments.

The committee asked the Assistant Clerk to inform Michal and thank him for all his hard work to date.

376/26 EAST PRESTON VILLAGE GREEN – 11b) To consider the 2026 wildflowers beds at the Village Green and Sea Lane.

The committee NOTED the following paper which had been circulated in advance of the meeting:

For the committee's information, Tivoli the council's grounds maintenance team, has provided the following quotes for the 2026 wildflower beds at the Village Green and Sea Lane. There has been a slight increase in the cost this year, this has been the first increase since 2023:

Village Green beds - to prepare area and sow wild flowers seeds £479.00 (For the committee's information, the previous year's cost was £465.00, therefore an increase of £14.00).

Sea Lane bed - to prepare area and sow wild flowers seeds £205.00 (For the committee's information, the previous year's cost was £195.00, therefore an increase of £10.00).

Funding for this work has been allocated to the 2026-2027 Amenities - Village Green budget.

The above information and quotes were all circulated to the Committee for consideration prior to this meeting.

The Committee VOTED and AGREED to accept Tivoli's quote and to proceed with the preparation and planting of the 2026 wildflower beds.

Tivoli has said it will be working on the wildflower beds in the next week or two.

Dawn Reid – Assistant Clerk to the Council

22nd April 2026

The committee NOTED the wildflower beds are to be planted imminently and will await further information of when the work has been completed.

377/26 EAST PRESTON VILLAGE GREEN CAR PARK – 12a) To receive an update on the Village Green Parking Scheme.

The committee NOTED the following paper which had been circulated in advance of the meeting:

The committee is asked to NOTE the car-park revenue received for the financial year 2025-26 is £6094.40. The revenue received for the financial year 2024-2025 was £2840.61. The committee will recall 2024-2025 was the year NPC took over managing the car-park, therefore a full year's revenue would not have been received.

Dawn Reid – Assistant Clerk to the Council

11th May 2026

Cllr Linton queried the amount received for the financial year 2025-26. The Assistant Clerk advised, within the amount the council had received two back payments from previous periods and this is why the figure appeared higher than usual.

The committee thanked the Assistant Clerk for her update.

The committee NOTED the car-park revenue received for the financial year 2025-26.

378/26 WARREN RECREATION GROUND – 13a) To receive an update on the Children's Playground.

The committee NOTED the following paper which had been circulated in advance of the meeting:

For the committee's information, the annual ROSPA inspection on the playground is due to take place sometime in June. The annual report and recommendations are to follow.

The committee NOTED the annual ROSPA inspection on the playground is due to take place sometime in June 2026.

The Assistant Clerk advised there is usually a four weeks period before the inspection report is received. Once received the report will be circulated to the committee for its consideration.

The Assistant Clerk informed the committee, a member of the public had reported their vehicle had hit the car-park railings adjacent to the children's playground and caused damage to one of the panels. The member of the public apologised and has offered to pay for the repairs. The Assistant Clerk said she has contacted the fencing company who had previously repaired the railings to carry out urgent repairs.

The committee NOTED the accident and the damage to the car-park railings and will await an update in due course.

379/26 WARREN RECREATION GROUND – 13b) To consider a request from East Preston & Kingston Village Hall Foundation Trustees, to install reinforcing mesh matting at the exit of the fire exit ramp.

The committee NOTED the following paper which had been circulated in advance of the meeting:

The Village Hall has asked the committee to consider providing some type of matting, or similar, to create a safe path from the external fire exit ramp at the back of the Miller Barn, around to the recreation ground's car-park. This to make exiting the barn easier in the event of an emergency. Similar thought should be given to the ramp from the Warren Room.

Dawn Reid – Assistant Clerk to the Council

21st April 2026

Cllr McElroy said the Miller Barn and Warren Room matting paths should ideally link up at the recreation ground, they would then continue across the eastern boundary up to the tarmac footpath leading to the car-park. Cllr McElroy explained that the reinforced mesh matting would also benefit the council when it holds its events at the Village Hall. He said in wet weather it would provide an alternative access route when stalls are setting up and packing away etc.

The committee VOTED and AGREED to install the reinforcing mesh matting, at the exits of the Village Hall's fire exit ramp.

The committee asked the Assistant Clerk to obtain quotes for this work for its consideration.

380/26 WARREN RECREATION GROUND – 13c) To consider an application from East Preston & Kingston Horticultural Society to hold the 2026 Flower Show event at Warren Recreation Ground.

The committee NOTED the following paper which had been circulated in advance of the meeting:

The committee has received an application from East Preston & Kingston Horticultural Society, for its consideration. The society would like to hold its annual Summer Flower Show event at the Warren Recreation Ground, on Saturday 1st August 2026. The event will run from 2-5pm (8.30am – 6 pm including setting up and clearing away time). For the committee's information, copies of the events Risk Assessment and Public Liability documents have been sent to councillor McElroy and Bowman for approval. All of the above information was circulated to the committee for its consideration.
prior to this meeting.

The committee VOTED and AGREED in principle to the application, subject to the approval of the relevant paperwork.

Dawn Reid – Assistant Clerk to the Council

21st April 2026

Cllr McElroy advised the committee that the Horticultural Society is aware that the events procedure for the recreation ground has changed to 'no charging for access to any events being held on the recreation ground'.

The Assistant Clerk said she had received further documentation from the Horticultural Society, in support of this application. These have been forwarded to Cllrs McElroy and Bowman for review.

The committee thanked Cllr McElroy and the Assistant Clerk for their updates and will await further updates in due course.

381/26 BUDGETS – 2026/2027 Working Budget: 14a) To note the Income and Expenditure to date for the Amenities Committee and the Warren Recreation Ground Trust to date.

The committee thanked Mr Vyse for providing the 2026/27 budget papers to date, for the Amenities Committee and the Warren Recreation Ground Trust.

The committee NOTED the 2026/27 Income and Expenditure for the Amenities Committee and the Warren Recreation Ground Trust to date.

382/26 CORRESPONDENCE – 15a) To note any correspondence received relevant to the Amenities Committee, not covered elsewhere on this Agenda.

The Assistant Clerk read out the correspondence received from [REDACTED], most of which was relating to the replacement bus shelter in North Lane. The Assistant Clerk informed the committee she had spoken to [REDACTED] advising her that most of her suggestions have already been addressed by the committee. Also included in the correspondence, [REDACTED] advised that she has contacted ADC Cleansing, and requested that the litter bin next to the bench and adjacent to the bus shelter is moved. [REDACTED] believes that the positioning of the litter bin is too close to the public bench. She is concerned during the summer months the bin may attract wasps and bees, which pose a risk for anyone who has an allergic reaction to stings.

The committee thanked [REDACTED] for her correspondence and NOTED the request to ADC Cleansing for the litter bin to be moved further away from the bench next to the North Lane bus shelter site.

383/26 URGENT MATTERS ARISING (FOR INFORMATION ONLY)

There were no urgent matters arising.

384/26 ITEMS TO BE REFERRED TO THE NEXT AMENITIES AGENDA

There were no items to be referred to the next meeting.

The date of the next meeting is 10th August 2026.

The meeting concluded at 20.34 hrs.

Chairman: *Councillor R McElroy*

Date: 10th August 2026