

MINSTER PARISH COUNCIL

Minutes of the Meeting of the Operations Committee

held on Wednesday 27th May 2026 at 10.00am

At the John Spanton Sports Pavilion

Present; Cllrs. Quittenden, Fordyce, Jones, Crow-Brown

Also present; Kyla Lamb (Clerk), Clare Wilsdon (Assistant Clerk)

41. ELECTION OF CHAIRMAN

RESOLVED: That Cllr. Fordyce be elected Chairman for the ensuing year 2026/27. Councillor Fordyce in the Chair.

42. APPOINTMENT OF VICE-CHAIRMAN

RESOLVED: That Cllr Quittenden be appointed Vice-Chairman for the ensuing year 2026/2027

43. APOLOGIES

Cllr Bates.

44. MINUTES

RESOLVED: that the minutes of the meeting held on 17th December 2025 be approved and signed.

45. MEMBERS INTERESTS

No declarations of interest were made.

46. CAR PARKS AND TOILETS

Neil provided an update on the electricity and water usage at the toilets. Usage will be monitored.

Cllr Jones requested that we consider installing EV points in the car parks. The Clerk will include this on the next agenda.

47. CEMETERY AND CHAPEL

Sanding and varnishing works have been completed on the cemetery chapel. The white fascias require painting, this will be carried out by staff this summer.

Hedging in the cemetery extension has been planted and we are now maintaining this area. Following the investigations to ensure the land can be used for burials, the Clerk will follow up getting a quotation to seek full planning consent.

48. ALL WEATHER PITCH AND REPLACEMENT OF MAT

Mat replacement works will commence on Monday 13th July and should be completed by w/c 17th August.

The Clerk will submit a Pride in Place funding application to TDC, that if approved will cover a proportion of the current shortfall for the mat replacement works. Maintenance equipment will be required in addition to the mat tender which will be in the region of £7000.

49. PAVILION AND SPORTS FACILITIES

A resident who lives adjacent to the recreation ground has complained about cricket balls hitting their property. The Clerk will respond and will contact the cricket teams, to ensure that they have suitable insurance in place, in the case of any damage claims.

50. POLICY AND TERMS OF REFERENCE

Members reviewed the following documents and considered any necessary amendments.

Operations Committee Terms of Reference

CCTV Policy

Health & Safety Policy

AGREED: Documents reviewed and accepted as updated.

Meeting closed at 10.30am

Chairman

Date

DRAFT