

# **Elsenham Parish Council**

## **Playing Field Committee Meeting held at 2.00pm at 1 Sant Road, Elsenham on Monday 17 July 2023**

### **MINUTES**

**Present:** Mrs. S Waite (Chair SW),  
Mrs. F Lambert (FL), Mr. J Minor (JM), Dr. G Mott (GM) and Mrs. L Johnson (LJ).

- 1. Apologies for absence** – Mrs. B Donald (BD), Mr. P Jarvis (PJ).
- 2. Declaration of Interests** – None.
- 3. Open to the public** – None.
- 4. Approval of the minutes held on 28 June 2023.**  
The minutes of the meeting held on 28 June 2023 were agreed and signed by SW.
- 5. Isabel Drive Play area.**  
Members worked together to adapt the ‘Invitation to Tender Document’ and ‘Risk Assessment’, which had both been created for the children’s play area in the playing field, making the documents appropriate for the Isabel Drive play area.  
LJ to amend the documents and send them to Daina, Playdale Playgrounds, Creative Play and others suitable companies.
- 6. Any Other Business.**  
The Recreation Ground Booking Form needs to be discussed and amended, if necessary, plus a fee for booking the playing field needs to be agreed. LJ to add this to the next Playing Field agenda.

The next meeting is on Wednesday 26 July at 7pm.