**PINEWOOD PARISH COUNCIL**
**CAR PARK COMMITTEE**

Minutes of the meeting of the Car Park Committee held on Wednesday 25 June 2025 in the Lounge Room of the Pinewood Community Hall, Laburnum Close starting at 7:00pm.

Present: Pinewood Parish Council: Cllr. R Manning (Acting Chair), Cllr. M. Manning and Cllr. S. Peartree.
Shepherd Drive Baptist Church: Minister S. Robinson.

In attendance: Mrs. S. Duthie (Clerk to the Parish Council and RFO).

**25/CP/8** **APOLOGIES FOR ABSENCE.**
Cllr. Brinsley due to leg pain. This was approved.
Minister P. Newton (SDBC)

**25/CP/9** **TO AGREE MINUTES FROM THE MEETING HELD ON WEDNESDAY 26 MARCH 2025.**
As copies of the minutes had previously been circulated to all, Cllr. Peartree proposed and Minister S. Robinson seconded the minutes are signed as a true and accurate record of the meeting.

**25/CP/10** **MATTERS ARISING FROM THE MINUTES.**
There were none received.

**25/CP/11** **TO PROVIDE AN UPDATE ON THE FOLLOWING AND DISCUSS AND/OR APPROVE ANY REPAIR COSTS RELATED TO: -**

(i) Barrier
The clerk advised there was nothing to report for the barrier, all is currently working fine.

(ii) Car Park
The clerk advised there was nothing to report for the car park, lights are currently working fine and student parking had been much better.

(iii) Signage
The clerk provided the committee with three quotes for 'CCTV in Operation' signage, 2m post either A4 or A3 size. To be located between the barrier and the pin pad for the barrier.
The Committee decided on A3 rather than A4.
Quotes were as follows:
Signs For You = £234.43 plus VAT
Signs Express = £254.00 plus VAT
Hudson Signs = £280.00 plus VAT
These prices included the post, the sign and installation.
This was put to a vote and was a unanimous decision to go with Signs For You.

Signed.....

It was mentioned that for next meeting to discuss the condition and possible replacement for the Pinewood Community Hall & Church Car Park sign and to make the 'Private Car Park' and 'No unauthorised parking' signs bigger.

**25/CP/12** **ANY OTHER MATTERS OF REPORT AS THE CHAIRMAN MAY ALLOW.**

The Clerk advised there have been no costs from the Car Park account since the last meeting. The transfer from Pinewood Parish Council for £1,000 had been done and the first installment of £500 had been received from the Church. Final installment of £500 from the church is due 1 October 2025. The balance of the Car Park Maintenance account = £6,074.49 as at 25 June 2025.

The acting Chair advised the clerk that he struggled to get into the car park last Friday evening for the members bar as the barrier wouldn't open past 10pm. Clerk to speak to the Caretaker to adjust the times for later on a Friday evening.

**25/CP/13** **SET THE DATE FOR THE NEXT MEETING.**

Date of next meeting was set for Wednesday 1 October 2025 at 7:00pm.

As there was no further business the acting Chair thanked all for attending and formally closed the meeting at 7:15pm.

Chairman.....

Dated.....1 – 10 – 25.....