

**MEETING NOTES OF
RINGMER PARISH COUNCIL
SKATE RAMP WORKING GROUP
held on
Monday 14th September 2020
Main Office
Ringmer Parish Rooms**

In attendance: Cllr Kay, Cllr May, Cllr Terry, and Cllr Turner

Also, in attendance: Karen Crowhurst – Clerk/RFO and Corinna Goward – Assistant Clerk

Item No	Meeting Notes
1.	TO APPOINT A CHAIRMAN FOR THE MEETING
1.1	It was agreed that Cllr May chair the meeting.
2.	APOLOGIES – To receive apologies for absence
2.1	Apologies were received from Cllr Harper and Cllr Herbert.
3.	CO-OPTION OF RESIDENTS AND YOUNG PEOPLE TO THE WORKING GROUP
3.1	a) Application process
3.2	It was agreed to use the template presented. A few further questions and comments were added to the application form. It was further agreed to send a covering email as well as the application form to all those who expressed an interest in being appointed to the Working Group. Included in the letter will be, by applying, the applicant's details will be held by the Parish Council.
3.3	b) Shortlisting process
3.4	Members agreed to shortlist on Wednesday 23 rd September, following the closing date of noon 22 nd September 2020.
3.5	c) Interviews if required
3.6	It was agreed not to interview applicants. Applicants will be informed by 1 st October whether they have been successful or not.
3.7	d) To consider any other actions required under this item
3.8	It was agreed to issue a statement of the successful co-opted Members via Facebook, Ringmer Village News and on the Parish council website.
4.	UPDATE AND ANY PROGRESS
4.1	It was also agreed to undertake a site visit to Horam skate ramp which is being used by boys and girls accompanied with their families. Members requested the Clerk contact the Parish Council to establish the costings and how the skate ramp was funded.

4.2 It was agreed that the first meeting of the Working Group to be held on 8th October 6.00pm via Zoom should comprise of investigating and discussing suitable sites for a skate ramp to be erected taking into account the feasibility of each site.

5. **ITEMS FOR REFERRAL TO NEXT AGENDA**

5.1 Appointment of young people to the Working Group.

6. **DATE OF NEXT MEETING**

6.1 Thursday 8th October 6.00pm via Zoom