

**BASSINGBOURN-CUM-KNEESWORTH PARISH COUNCIL  
MINUTES OF RECREATION GROUND COMMITTEE HELD  
WEDNESDAY 15<sup>th</sup> February 2012  
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

**PRESENT:**

COMMITTEE: Mr Webb (Chairman), Mr Hallett, Mr Freeman, Mr McNulty, Mr Geraghty, Mr Clarke, Mr Timms  
Members of the Public: 0

**APOLOGIES FOR ABSENCE**

Mr Goater, Mr Bunton

**DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**

All Parish Councillors declared an interest as they are Trustees of the Recreation Ground Charity.

**MINUTES OF LAST MEETING**

The minutes of the meeting held on Wednesday 14<sup>th</sup> December 2011, copies previously distributed, were agreed a true record and signed by the Chairman.

**MATTERS ARISING**

ACCESS TO GARAGE –Mr Freeman confirmed that this issue had been resolved. He advised that he still had the stakes and would drop them off with the Chairman the following weekend.

PARKING ON RECREATION GROUND – The Chairman advised that he was reiterating what the sports clubs knew, that vehicles were only allowed on the ground when it was firm enough.

PAVILION DOOR –The door had been repaired.

**OPEN FORUM**

There were no points raised.

**CORRESPONDENCE**

Correspondence received was covered under Parish Paths.

**FINANCIAL REPORT**

A report had been prepared. The committee were within the budget for 2011/12.

**UPDATE ON THE ROUSES**

Planning permission for change of use had been approved by the District Council. The County Council had now forwarded the contract for signature. The Chairman had looked through the documentation and agreed that it could be signed by the Clerk. He reminded members that there was an eleven year lease. The two quotations for clearing the site were then discussed. Both contractors had quoted for clearing the area of vegetation, levelling and seeding plus creating an access point. The contractors also quoted for the installation of a chain link fence and one quoted for sign posts and a litter bin. Both contractors had carried out work for the Parish Council.

*-Clerk*

The Chairman reminded members that hedging would need to be included and the successful contractor would also be asked to quote for that. Due to the amount of money involved, the Parish Council would have to agree the expenditure. It was then agreed that the cheapest quotation of £6208.88, Buchans Landscapes, be recommended to the Parish Council for approval. The Chairman would advise Buchans of the position and ask them to quote for the hedging, sign posts and a litter bin.

*-Mr Webb*

**RECREATION GROUND MAINTENANCE**

WATER LEAK –Mr Freeman suggested that the water leak could be from where the pipe ‘T’ went off for the cricket pitch. The Chairman stated that the engineer from Cambridge Water Company was adamant that it was not from there. Mr Freeman agreed to revisit and run a trace through. If there was a different result, from that advised by the engineer, the committee would have to decide what to do.

Mr Freeman then reported that the Football Club had held a meeting in the Pavilion the previous week and found that the stop cock had been turned off but the system was not drained down. The last time the football club used the Pavilion was on the 17<sup>th</sup> December. Mr Timms agreed to check with the Youth Football Club when they used the Pavilion last.

*-Mr Timms*

## **WEEKLY PLAY AREA SAFETY REPORTS/ROSPA REPORT**

The reports were being received on a regular basis. The Chairman confirmed that he had repaired the scramble net identified by the contractors as a hazard.

**REPLACEMENT GATE/PLAY AREA REFURBISHMENT** –A quotation for safety surfacing and fencing had been sought and was expected soon. Mr Hallett stated that when the money from the Section 106 Butterfield Drive agreement came through it was likely to be ring fenced for recreation. He suggested that the committee look into enlarging the play area to accommodate new equipment. Mr Geraghty thought that the area was as large as permitted adding that when the fencing was originally installed he thought it was for the maximum space. It was agreed that this be investigated. The Chairman to contact District Council planners and the Clerk and Mr Hallett to look through Parish Council documentation.

The Chairman agreed that the gate to the play area be removed for the time being for safety reasons.

*-Mr  
Webb,  
Mr  
Hallett  
& Clerk*

## **PAVILION WORKING PARTY UPDATE**

The Chairman was waiting for details of the schedule of charges regarding the use of a Project Manager. As soon as these were received he would arrange a meeting.

## **VILLAGE GRASSCUTTING**

**WAR GRAVES CONTRACT** –The contractors had been advised that the contract with the War Graves Commission ended on the 31<sup>st</sup> January 2012.

**VERGE CUTTING** –Mr Hallett reported that the grant from the County Council for the verge cutting was  $\frac{3}{4}$  of the grant for 2010/11. Highways were now working on three cuts for roadside verges. When the grasscutting contracts came up for renewal again this would have to be taken into account.

## **PARISH PATHS**

**FOOTPATH 3** (Mill Lane towards Abington Piggott's)

- Peter Gaskin, County Council Rights of Way Officer reports that the rotten footbridge has now been replaced

**FOOTPATH 6** (Back-side path)

- Fallen tree across footpath reported to Parish Council by a resident on 23 Dec 11; inspected on 26 Dec 11; cut up and removed by persons unknown later the same day
- Tree adjacent to fallen tree noted by same resident to be dangerous; arranged for inspection by Peter Gaskin, County Council Rights of Way Officer and by Ros Richardson, District Council Tree Officer – both agreed it should be felled and Ros trying to arrange through SCDC Housing Department; still waiting for it to be felled
- Unauthorised tree works on a different tree nearby observed on 4 Feb by Brenda Mead-Blandford who called Peter Robinson; contractor advised and agreed to stop tree works

**BY-WAY 15** (Ashwell Street)

- Complaints made to PC regarding quad bikes being ridden on by-way 15 (also motorbikes in Keith Wood); a repeat of problem noted in 2011
- Information passed to PCSO and Woodland Trust

**FOOTPATH 21** (Chestnut Lane to Dyers Green)

- Report from Jack White over clearance of land adjacent to footpath 21, potentially leading an extension of the field, to ploughing of the footpath and thus converting a field-edge footpath into a cross-field footpath.
- Discussed with Peter Gaskin who advises that, from his experience elsewhere in Cambridgeshire, such an action may be difficult to stop.
- County Councillor Linda Oliver also following up on same issue

**FOOTPATH 7** (alongside Churchyard Wall)

- Kissing gate removed by landowner Roger Warboys, unknown to Parish Council
- Initially reported to Parish Council by an allotment holder who believed metal thieves to be responsible
- Loss of gate advised to Peter Gaskin, County Council Rights of Way Officer and to police
- Peter Gaskin responds that 'having the gate removed is beneficial to people of all abilities and there seems no reason to replace the gate'
- Roger Warboys subsequently advises that he removed the gate to assist access by allotment holders

- Correspondence from Sue Chandler complaining of loss of gate which was read to the meeting

A discussion took place on whether Mr Worboys should be asked to reinstate the gate. Mr Geraghty expressed concerns and stated that without the gate the footpath would be used by mopeds, motorbikes etc. After further discussion it was agreed that the gate be left off for the time being but if the path was used irresponsibly the committee would have to look at putting it back on. The Clerk to advise Ms Chandler and Mr Hallett would update Mr Worboys.

*-Mr  
Hallett  
& Clerk*

Members then discussed the path surface. Mr Hallett advised that the proportion of allotment holders that used the path was fairly small but a lot of parishioners did use it. It was suggested that shingle or small pebbles be put down as an initial treatment to see if it worked. Mr Geraghty suggested that road planings would be better and cheaper. Mr Bunton to be asked to source the planings.

*-Mr  
Bunton*

#### **ANY OTHER BUSINESS**

**FOOTBALL CLUB FIXTURES** –Mr Freeman advised that, because of the recent bad weather, games had been cancelled. He now had the latest fixture list and there were seven home games left until the end of the season. There was possibly to be a semi-final on the 10<sup>th</sup> March and the Football Club would need to rope the pitch off on Saturday morning, when the youth teams were playing/training. Mr Timms agreed to see who was playing that weekend and would liaise with Mr Freeman. The last home game should be the 7<sup>th</sup> April 2012. Mr McNulty advised that the cricket season should start on the 3<sup>rd</sup> May.

*-Mr  
Timms*

**MEETING VENUE** –The Chairman advised that Parish Council meetings had been moved to The Limes. He asked members whether they were happy to continue using the Schoolroom as it was convenient to be close to the Recreation Ground. Members agreed to continue with the current arrangement.

#### **DATE OF NEXT MEETING**

18<sup>th</sup> April 2012

The Chairman closed the meeting at 8.30pm

**Bassingbourn-cum-Kneesworth Parish Council**  
**RECREATION GROUND COMMITTEE MEETING**  
**Minutes of Meeting held on Wednesday 9<sup>th</sup> May 2012**  
**at The Chapel Room, South End- 7.30pm.**

PRESENT: Mr Webb(Chairman), Mr Clarke, Mr Hallett, Mr Geraghty, Mr McNulty, Mr Freeman, Mr Bunton,  
 Mr Timms  
 Mrs Mead-Blandford, Mrs Cooper  
 Members of Public 0

**1. APOLOGIES FOR ABSENCE**

All committee members were present.

**2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**

All Parish Councillors declared an interest as they are Trustees of the Recreation Ground Charity.

**3. MINUTES OF LAST MEETING**

The minutes of the meeting held on Wednesday 15<sup>th</sup> February 2012, copies previously distributed, were agreed a true record and signed by the Chairman.

**4. MATTERS ARISING**

Matters arising were covered under agenda items.

**5. OPEN FORUM**

5.1 Rivendale House Path

Mrs Mead-Blandford reported that a vehicle travelling along the path to the house was moving too fast. She was concerned that this was a danger to young children using the recreation ground. It was acknowledged that there was no speed limit sign on the path but common sense meant any driver would drive slowly. The Chairman agreed to speak to the owner of the house.

*-Mr  
Webb*

**6. CORRESPONDENCE**

6.1 Ditch, and Litter

Mr Hallett reported that correspondence had been received, from parishioners Mr And Mrs Wright, relating to various village issues and these had been discussed at recent Finance and General Purposes committee meetings. He read the correspondence again for the non parish Councillor members. The Chairman confirmed that he had sent a reply relating to the points raised over recreation issues and invited input from Mrs Wright, who was a Hydrologist, with the ditch problem.

**7. FINANCIAL REPORT**

A report had not been prepared. The Clerk confirmed that only routine expenditure had been made so far this financial year.

**8. UPDATE ON THE ROUSES**

8.1 Signing of Contract with Cambridgeshire County Council

The contract for the land had been signed and returned to the District Council. The Clerk was now awaiting confirmation from the County Council that the process had been completed.

*-Clerk*

8.2 Groundswork

Contractors Buchans had advised that due to the bad weather, work on the ground was behind schedule and it was suggested that they leave the grass seeding until the Autumn. The Chairman reminded members that it was always intended that the area would take a year to prepare. The delay to the seeding was agreed. Once the go ahead was given by the County Council, the contractors would commence spraying the land. Depending on which chemicals they used the Chairman advised that he would erect some warning signs to notify dog walkers. Buchans were still to come back with the extra quotes for the hedging.

*-Mr  
Webb*

**9. RECREATION GROUND MAINTENANCE**9.1 Water Leak

Mr Freeman advised that he could not trace the leak. Members were advised that a complaint had been made at the Annual Parish Meeting over having to lift the manhole cover to turn the water on and off which was considered a hazard. A discussion took place on the committee carrying out the pipe repair work as discussed at previous meetings. Mr Bunton and Mr Geraghty agreed to investigate hiring a mini digger and equipment. Once all this was sourced it was estimated the work could be carried out over a weekend.

*-Mr  
Bunton  
& Mr  
Geraghty*

9.2 Fortune Way Ditch

A complaint had been made about the ditch by a resident, concerned over a potential health issue to children, who suggested the ditch be drained and cleaned. It was stated that any water in the ditch did not flow freely. It was advised that this used to be a drainage ditch and any water collected in it stagnated. A discussion took place on piping the ditch and filling it. It was agreed that before any action was taken advice would be sought from the Environment Agency on what could be done.

*-Clerk*

9.3 South End Ditch

This was covered under Item 6.1 Correspondence.

**10. WEEKLY PLAY AREA SAFETY REPORTS**10.1 Replacement gate/Play area refurbishment

Quotations were still being sought and would be discussed once received.

10.2 Play Structure net repair

Mr Hallett advised that the structure needed a new bracket with bolt through the post. Mr Bunton proposed that a handyman be asked to carry out this job, as members did not have the necessary tools, up to a maximum cost of £50. This was agreed by members. The Chairman would contact Whitmead Services.

*-Mr  
Webb*

10.3 RoSPA Report

The report for the 2012 inspection had been received and circulated to members. There were a couple of items highlighted which the Chairman would look through and report back at the next meeting. Mr Hallett advised that a bolt on the horse was loose and could not be repaired with regular spanners. He believed that he was holding the special allen key supplied by the play equipment manufacturer in the past.

*-Mr  
Hallett*

**11. PAVILION WORKING PARTY UPDATE**

The Chairman reported that plans had been updated to include a few changes. Detailed costings from Alan Lamb, Project Managers, had been received. For the requirements of the working party the cost of a project manager would be around £15,000 but this would not include applying for grants. The project manager would however guide members on funding sources. This cost would also be reduced by £6,000 as the supervision of the build would not be needed. The Chairman stated that the grant application forms should be spread across the committee to complete and all members agreed to help. The next stage was a public consultation with residents. The Chairman suggested holding a meeting in the Pavilion once the weather improved where the plans would be on display so that parishioners could see what was planned and the current facilities. It was suggested that this meeting could be held on the second or third Wednesday in July and advertised in the Village Voice. The Chairman to confirm the date.

*-Mr  
Webb*

**12. PARISH PATHS**12.1 Future of P3 Funding

Mr Hallett reported that at present the grants were made by the District Council through the County Council. In future the District Council would be allocating funding as they wanted more input.

12.2 Planings for Footpath 7

Mr Bunton agreed to get some planings to cover around 100 metres from the kissing gate to the allotments. Mr Hallett also agreed to check with Mr Worboys, the land owner, as the footpath ran over his land.

12.3 Footpath 6

This had been brought up at the recent Finance and General Purposes committee meeting. Mr Hallett had since walked the path and reported that there were a lot of light tree cuttings which had probably been left by residents. There were only two piles of garden waste. Mr Hallett then advised that, following discussion at the Finance and General Purposes committee meeting, he had made enquiries with Land Registry over the ownership of the land. He had found out that the land was not registered but it might still be owned by someone. He confirmed that he had in the past tried to follow up the ownership with the County Council without success. He did not feel that there was any further action at this stage. If problems with the path became a problem leaflets could be distributed to residents. Mrs Mead-Blandford advised that a fence had recently been installed on the path boundary, to replace a vandalized fence, she offered to make enquiries to see who the land owner was.

*-Mr  
Bunton  
-Mr  
Hallett*

**13. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**13.1 Bassingbourn Football Club

Mr Freeman reported that the cup final scheduled for the 25<sup>th</sup> April 2012 had been called off due to the condition of the pitch. It would now be played on the 15<sup>th</sup> May 2012 at Cambridge City ground. There was one more semi-final match left to play on the recreation ground. The date for this one was not yet known. The football club had tidied the Pavilion in preparation for handing over to the Cricket Club. Mr Freeman stated that whilst he was in the Pavilion a resident from the Tanyard had asked if something could be done about the large Chestnut trees. The Chairman confirmed that the District Council Tree Officer was reluctant for any works to be carried out on them.

Mr Timms then reported that the junior football club had a couple of games left to play this season. He would liaise with Mr Freeman as soon as dates were known.

**14. DATE OF NEXT MEETING**

The next meeting would be held on Wednesday 13<sup>th</sup> June 2012.

**The meeting closed at 8.45 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council  
RECREATION GROUND COMMITTEE MEETING  
Minutes of Meeting held on Wednesday 13<sup>th</sup> June 2012  
at The Chapel Room, South End- 7.30pm.**

PRESENT: Mr Webb(Chairman), Mr Clarke, Mr Hallett, Mr Geraghty, Mr McNulty, Mr Freeman, Mr Timms,  
Ms Pemberton-Ford  
Mrs Mead-Blandford, Mrs Cooper  
Members of Public 0

**1. ELECTION OF CHAIRMAN**

Mr Hallett, the Parish Council Chairman, opened the meeting and asked for nominations for Chairman. Mr Geraghty proposed Mr Webb which was seconded by Mr McNulty. There were no other nominations. Mr Webb accepted the position.

**2. APOLOGIES FOR ABSENCE**

All committee members were present.

**3. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**

All Parish Councillors declared an interest as they are Trustees of the Recreation Ground Charity.

**4. MINUTES OF LAST MEETING**

The minutes of the meeting held on Wednesday 9<sup>th</sup> May 2012, copies previously distributed, were agreed a true record and signed by the Chairman.

**5. MATTERS ARISING**

4.1 Rivendell House Path

The Chairman confirmed that he had spoken to the owners of Rivendell House who understood the problem with the vehicle speed on the drive.

**6. OPEN FORUM**

There were no members of the public in attendance.

**7. CORRESPONDENCE**

7.1 Minutes from 9<sup>th</sup> May 2012

The Clerk advised that she had received an e-mail from Mrs S Wright stating that she had not been in contact with the Parish Council over the stream clearance, it was her husband. She added that she had been in contact with the ex Chairman, Jack White, many years ago regarding riparian ownership and other related matters but she did not think that this should be included in the latest minutes.

This was noted by members.

**8. FINANCIAL REPORT**

The Clerk had provided an extract from the spreadsheet comparing expenditure to date against budgets. Mr Hallett volunteered to modify the information to only show the headings relevant to the Recreation Ground committee. The Chairman asked for the financial report to be forwarded to him in future before the meeting.

*-Mr  
Hallett*

**9. UPDATE ON THE ROUSES**

9.1 Groundwork

The Chairman reported that work had finally started on clearing the area. It was agreed that this would stay as an agenda item on this committee until the work had been completed. The Chairman confirmed that he was expecting extra quotations for hedging.

**10. RECREATION GROUND MAINTENANCE**10.1 Water Leak

At the last meeting Mr Bunton volunteered to oversee the project of laying a new water pipe. He was no longer a member of the Parish Council but had advised that he was willing to continue to be involved. The Clerk was asked to contact him to see if he would still oversee the project.

*-Clerk*10.2 Fortune Way Ditch

The Clerk reported that she had contacted the Environment Agency as agreed at the last meeting. She had been referred to the District Council as the Environment Agency would only need to be informed of work carried out in/on or adjacent to a watercourse which was part of the main river network. Mr Matthews, the District Council Drainage Manager, had since advised that ditches such as the Fortune Way ditch were normally the responsibility of the person/organization who owned the land alongside the watercourse. The Parish Council did not have any direct duty. The Chairman agreed to follow up with Mr Matthews.

*-Mr Webb*10.3 South End Ditch

The Chairman reported that, as discussed at the last meeting, he had sought advice from Mrs Wright on how to proceed with the ditch maintenance. She had confirmed that the ditch should not be cleared before the end of July. The Chairman stated that it looked like the ditch would need clearing every two years and this would have to be budgeted for. A discussion took place on the cost of the clearing which was excessive the last time because the ditch had not been cleared for a long time. It was suggested that the Probation Community Service might be able to provide help. The Clerk was asked to investigate. Members agreed that if help could be provided then they would agree to a biannual clear. If not the ditch would be cleared every four years.

*-Clerk***11. WEEKLY PLAY AREA SAFETY REPORTS**11.1 Replacement gate/Play area refurbishment

Quotations were still being sought and would be discussed once received.

11.2 Play Structure net repair

The Chairman had met with the contractor who had confirmed that he could carry out the required repairs for £50 which was agreed at the previous meeting.

11.3 RoSPA Report

The Chairman had been through the report and there were no items of a serious nature raised. The following items had been inspected by him.

## South End Play Area

- Overhead grip missing –Not considered dangerous
- Bolts on spring horse –The Chairman had looked and needed to treat the bolts for rust. He now had the correct key to make the adjustment.
- Wooden supports to play equipment and fence-The inspector had suggested not strimming so close to the wood. Members agreed that the grass would look untidy if it was left. Different types of barrier were discussed to put around the area but it was agreed, by a majority of five votes, to continue the strimming. This would be monitored and if the equipment deteriorated further would be revisited.

## Fortune Way Play Area

- Decay to timber components –The Chairman had assessed and felt that there was not a problem at the present time. This would be monitored.

## Elbourn Way Play Area

- Wear and tear on links connecting swings –These would be monitored

11.4 Dog Waste Bins

Ms Pemberton-Ford expressed concern over the amount of dog mess on the Elbourn Way recreation area. She suggested a dog waste bin be installed. The Chairman advised that the decision on installing bins was now with the District Council. The Clerk was asked to find out whether a bin would be possible on the edge of the grassed area, by the highway, so that it could be easily emptied.

*-Clerk*

**12. PAVILION WORKING PARTY UPDATE**

The Chairman advised that he had advertised the consultation which would be taking place on the 19<sup>th</sup> July 2012 at 7pm in the Pavilion. He asked for a representative from each of the sports clubs to be present and how best to present the plans. Ms Pemberton-Ford suggested a short presentation first and then invite questions from attendees.

Mr Freeman reported that he was to attend a County League meeting where he was hoping to get some more information on grants and advice.

Ms Pemberton-Ford asked whether there were any plans to promote sport for women. Mr Timms advised that there were currently two girl's football teams with possibly a third next season. Women tended to use the village college facilities for their sport. The Chairman stated that those already involved with sport were in a better position to promote sport for women than the Recreation Ground committee. Ms Pemberton-Ford added that clubs should be more integrated across the genders.

**13. AGREEMENT OF TERMS OF REFERENCE**

The Chairman read the Terms to the meeting. It was agreed that additional wording should be included 'To encourage all members of the Parish to use the recreation ground and all facilities'. The Terms of Reference addition would be ratified at the next Parish Council meeting.

**14. PARISH PATHS**14.1 Planings for Footpath 7

Mr Freeman advised that he could get some planings but the volume would be a lot larger than needed. They would also need to be dropped off and stored somewhere. Members agreed that this was not an option. The Clerk was asked to find out from Mr Bunton whether he was still willing to help with the acquisition of planings. Mr Hallett also to check with the landowner, as discussed at the last meeting.

*-Mr  
Hallett  
& Clerk*

14.2 Fallen Trees

The Clerk reported that the grasscutting contractors were aware of fallen trees on footpath 6 and the path from Spring Lane to The Rouses. They would arrange the clearance when they had their appropriate equipment with them.

14.3 Footpath to The Mill

The Clerk had been asked whether the path to the Mill should be on the footpath grasscutting schedule. Mr Hallett confirmed that it shouldn't as there was no grass growing on it.

14.4 Key to Brook Road Gate

The Clerk had been asked where the key to the gate could be found. It was suggested that the landowner, Mr Worboys, may have a key or the farmer who was to be believed to be Michael Sharp. Clerk to advise the contractors.

*-Clerk*

**15. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**15.1 War Graves Grasscutting

The grasscutting contractors had advised that the service graves had not been cut by the War Graves Commission, only the war graves. They had tidied them up but had asked the Clerk to find out why. Mr McNulty stated that this was probably because they were only service graves. Mr Hallett agreed to look.

*-Mr  
Hallett*

15.2 Grass Verges

The Clerk advised that she had received a telephone call from a Kneesworth resident complaining about the grass left following the recent grass verge cut. He had wanted the grass removed. The Clerk replied that to have the grass removed would double the grasscutting cost for the parish. The parishioner advised that he had other issues for the Parish Council and he was invited to put them in writing for discussion at the next meeting.

15.3 Use of Recreation Ground

Ms Pemberton-Ford asked for information on the recreation ground being used for purposes other than the usual club use. The Chairman agreed to discuss with her outside the meeting.

15.4 Goal Mouths

Mr Freeman reported that he had seeded the goal mouths at great expense. He asked the junior football club to keep away from them this year.

**16. DATE OF NEXT MEETING**

The next meeting would be held on Wednesday 22<sup>nd</sup> August 2012.

**The meeting closed at 8.30 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council**  
**RECREATION GROUND COMMITTEE MEETING**  
**Minutes of Meeting held on Wednesday 5<sup>th</sup> September 2012**  
**at The Chapel Room, South End- 7.30pm.**

PRESENT: Mr Webb(Chairman), Mr Clarke, Mr Hallett, Mr McNulty, Mr Freeman, Mr Timms, Ms Pemberton-Ford  
 Members of Public 2

**1. APOLOGIES FOR ABSENCE**

Mr Geraghty

**2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA AND REQUESTS FOR DISPENSATIONS**

All Parish Councillors declared an interest as they are Trustees of the Recreation Ground Charity. Mr Hallett advised members that the District Council no longer issued Dispensations and it was now the responsibility of the Parish Council to administer. Councillors were to agree whether the Parish Council as a whole would consider the requests, or whether the responsibility would be delegated to the Parish Clerk, at the Parish Council meeting on the 18<sup>th</sup> September 2012.

**3. MINUTES OF LAST MEETING**

The minutes of the meeting held on Wednesday 13<sup>th</sup> June 2012, copies previously distributed, were agreed a true record and signed by the Chairman.

**4. MATTERS ARISING**

4.1 War Graves Grasscutting

Mr Hallett confirmed that the area was now being cut.

**5. OPEN FORUM**

5.1 Rivendell House Path

The owner of the house expressed his concern over speeding vehicles travelling up and down the path. The Chairman stated that this was a private road with access for pedestrians and the right of way for the property owner. He suggested that the owner could close the gates as a way of stopping vehicles entering. The registration numbers of vehicles could also be passed on to the PCSO.

5.2 Graffiti

The committee were asked what happened with graffiti and whether the removal of it could happen quicker. There was some new offensive graffiti which was removed. The Clerk advised that there was a District Council service offered for removal but that took time. Members stated that offensive graffiti was painted over, as soon as possible, usually by volunteers.

5.3 The Rouses

The committee were asked about a landscaping plan for the Rouses. The Chairman advised that he was not aware of a requirement and explained the plans for the site. He explained that the requirement from the County Council was for a six foot fence but it had been agreed that a chain link fence with a hedge would be sufficient.

5.4 Gate on Play Area

It was advised that there was a lot of dog waste in the children's play area as the gate was missing. The Chairman advised that gate and fencing would be discussed later in the meeting.

**6. CORRESPONDENCE**

6.1 SCDC Open Space Study

The District Council had asked for any alterations to be notified to them by the 12<sup>th</sup> October 2012. Mr Hallett suggested that the allotments, the Rouses and some other open spaces be included. The Chairman agreed to look at the report and respond.

*-Mr Webb*

6.2 Fortune Way Vegetation

An e-mail had been received from a resident of Fortune Way concerned over the vegetation encroaching the footpaths. The Chairman to look.

*-Mr Webb*

## 7. FINANCIAL REPORT

A report was circulated to Councillors.

## 8. UPDATE ON THE ROUSES

### 8.1 Groundswork

The Chairman reported that the ground had been leveled but there was now a problem with an area by the fence which appeared to have a lot of asbestos. Buchans, the contractor, did not have a license to remove it and therefore this had to be arranged. It was acknowledged that the removal would be expensive and the project would therefore go over budget. The Chairman would liaise with the Chairman of the Finance and General Purposes committee regarding the increased expenditure. It was stated that access by vehicles would be required for the asbestos removal. The Chairman confirmed that he would ask the contractors to work on the access point behind the children's play area so that if heavy lorries needed access they could use that. A discussion then took place on the proposed bicycle earth ramps which would be left to the children to build. Ms Pemberton-Ford requested that legal advice be sought for insurance purposes. The Clerk advised that there was suggested wording for notices on the RoSPA website. It was agreed that if this advice was not thought to be sufficient legal advice would be sought.

*-Mr Webb  
& Clerk*

## 9. RECREATION GROUND MAINTENANCE

### 9.1 Water Leak

The leak had been repaired. Mr Freeman stated that the contractor had carried out a good job and the only problem was that access to water for the cricket square had not been reconnected. This would be brought up at the next cricket club meeting.

### 9.2 Fortune Way Ditch

The Chairman to contact the District Council Drainage Officer, Mr Matthews, for advice.

*-Mr Webb*

### 9.3 South End Ditch

The Clerk advised that she had approached the Probation Service, through their website, for help with clearing the ditch but had not received a response. Ms Pemberton-Ford offered to let the Clerk have details of another source of contact.

*-Ms  
Pemberton-  
Ford &  
Clerk*

### 9.4 Elbourn Way Trees

The Chairman advised that the trees at the rear of the ditch were getting very tall. As they were on Parish Council land there was an obligation to keep them at a reasonable height. It was agreed that he would obtain quotations to reduce them by 4ft.

*-Mr Webb*

### 9.5 Benches

Some of the benches were in good repair while others needed attention. The Chairman had obtained a quotation for the refurbishment of six benches and the tree seat. It was agreed that due to the cost other quotations were needed. Ms Pemberton-Ford agreed to arrange.

*-Ms  
Pemberton-  
Ford*

## 10. WEEKLY PLAY AREA SAFETY REPORTS

### 10.1 Replacement gate/Play area refurbishment

The Chairman had obtained one quotation which gave an idea of the substantial cost of approximately £13,000 which was way above budget. The quote was for metal railings and gate which would replace the wooden fencing in the South End and Elbourn Way play areas. Further quotations would be obtained.

*-Mr  
Webb*

### 10.2 Dog Waste Bins

The District Council agreed that the Parish Council could have a bin and provided a quotation for the provision of the bin and installation at Elbourn Way for £456.00. The committee had been made aware of the cost and the Clerk had then asked the District Council if the Parish Council could arrange the purchase and installation themselves which was agreed. Members approved £250 for the purchase and installation of a bin. Once installed the District Council would be asked to empty it.

*-Mr  
Webb &  
Clerk*

Mr Freeman advised that he had removed two carrier bags of dog foul from the football pitches the previous evening. It was recognized there was always a problem with numerous appeals in the Village Voice. The Clerk was asked to prepare another article.

*-Clerk*

### 10.3 Weekly Inspection Reports

The Clerk advised that the springy was still being highlighted as a problem in the inspection reports. The Chairman stated that he could not get the bolts to move. He added that he did not think that it was a danger at the moment. If the equipment could not be repaired it would have to be removed or replaced. Mr Freeman agreed to have a look to see if he could move the bolts.

*-Mr  
Freeman*

**11. PAVILION WORKING PARTY UPDATE**

The Chairman advised that the public meeting held in July was well attended. The only objection he had received was from the cricket club who were concerned that the new building would encroach on their boundary. There was a suggestion made that the tree by the existing Pavilion could be removed and the footprint of the building moved. The Chairman was aware that there were concerns over the tree removal. Ms Pemberton-Ford advised that residents of the Tanyard had concerns over anti-social behavior and light pollution with a new Pavilion. The Chairman stated that he had not received any official correspondence from the Tanyard residents. He added that he wanted all the concerns to be resolved before the plans were drawn up for the planning application. At present there were only architects drawings which could be changed. He asked Ms Pemberton-Ford to ask residents to contact him. The Chairman would also speak to the District Council tree officer to see if they would allow the tree to be removed.

*-Ms  
Pemberton-  
Ford & Mr  
Webb*

**12. REVIEW OF PAVILION HIRE FEES 2012/13**

In 2011/12 the fees were increased by £15 to £265 per season. Members agreed that there should be a small increase in 2012/13 to cover inflationary rises in costs.

It was proposed by the Chairman that a small increase again of £15 be made which was agreed by all members. The fee for 2012/13 would be £280 per club per season. The invoices for the football clubs would be sent out in the Autumn and the cricket club in the Spring of 2013.

**13. PARISH PATHS**13.1 Planings for Footpath 7

Mr Hallett had obtained and put down planings. The Chairman thanked him adding that the path looked so much better.

13.2 Complaint regarding Footpath 21

Mr Hallett advised that the complaint had been raised in Whaddon as the path had been overgrown at the northern end. The County Council resolved that problem but there was now a problem as the path had been ploughed near Chestnut Lane end. The Landowner had 14 days to make it good and this time period had not yet expired. A resident of Kneesworth had asked for a request to go to the Landowner to see if he would permit a permissive path around the field edge. It was not thought that the Landowner would be interested in this. Members agreed that if the path had not been reinstated within the 14 days the Clerk would notify the County Council Rights of Way Officer so that he could follow up with the Landowner.

13.3 Footpath 12

The western end of the path by Spring Lane had been ploughed. Again there was 14 days for the Landowner to make good. It was agreed that the path would be monitored and if it was not reinstated after the 14 days had elapsed the County Council Rights of Way Officer would be advised.

Mr Hallett agreed to notify the Clerk if the Rights of Way officer needed to be contacted.

*-Mr  
Hallett &  
Clerk*

**14. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**14.1 Junior Football Team Floodlights

Mr Timms advise that because of the number of teams training was becoming a problem. A suggestion had been made for small floodlights which would enable the teams to train in the dark. The lights would be portable and run from battery. Mr Timms confirmed that, if agreed, they would not be use every day and not beyond 8pm. He added that training would take place on the pitch between the garage and cricket square and the club would avoid using the pitches that were played on a lot. Ms Pemberton-Ford stated that the people that would be most affected would be the residents of the Tanyard. It was suggested that, if the club were to proceed with the use of floodlights, a note be delivered to the residents of the Tanyard by the club to let them know what was happening.

**15. DATE OF NEXT MEETING**

The next meeting would be held on Wednesday 24<sup>th</sup> October 2012.

**The meeting closed at 8.45 pm**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council**  
**RECREATION GROUND COMMITTEE MEETING**  
**Minutes of Meeting held on Wednesday 24<sup>th</sup> October 2012**  
**at The Chapel Room, South End- 7.30pm.**

PRESENT: Mr Webb(Chairman), Mr Clarke, Mr Hallett, Mr McNulty, Mr Freeman, Mr Timms,  
 Members of Public 1

**1. APOLOGIES FOR ABSENCE**

Mr Geraghty

**2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA AND REQUESTS FOR DISPENSATIONS**

All Parish Councillors declared an interest as they were Trustees of the Recreation Ground Charity. Applications forms for dispensation were completed by Mr Hallett, Mr Webb, Mr Freeman and Mr Clarke and the Dispensation for four years was granted by the Clerk, as per the process agreed at the Parish Council meeting on the 18<sup>th</sup> September 2012.

**3. MINUTES OF LAST MEETING**

The minutes of the meeting held on Wednesday 5th September 2012, copies previously distributed, were agreed a true record and signed by the Chairman.

**4. MATTERS ARISING**

4.1 Fortune Way Vegetation

The Chairman reported that he had looked at the site and the vegetation had been cleared.

4.2 Open Space Study

The Chairman confirmed that he had updated and returned the paper to the District Council.

4.3 Elbourn Way Dog Bin

The bin was now installed and the District Council advised that it should be added to the emptying schedule.

4.4 Dog Fouling

Mr Freeman stated that there was still a problem on the football pitches. He had noticed that some of the people walking their dogs off lead were local. Mr Timms added that there was also a problem on the primary school pitches which had been mentioned in the team's newsletter. The Chairman advised that, as agreed at the last meeting, there was a notice in the recent Village Voice. The dog fouling problem would continue to be monitored.

4.5 Junior Football Team Floodlights

Mr Timms advised that there was no further update as the team was still investigating the purchase of floodlights. Mr Freeman advised that if the floodlights were a success, the senior club would also like to purchase some. There would need to be a facility at the Pavilion to enable the lights to be charged. Both Mr Timms and Mr Freeman agreed that floodlights would be a cheaper option than using the pitch at the Village College. The Chairman advised that the same restrictions on their use would be applied to both clubs if this went ahead.

4.6 Rivendell House Path

Mr Freeman had witnessed an incident between a youth on a motor bike and a woman with a push chair and dog meeting on the path. There had also been activity on the recreation ground with the motor bike. Mr Freeman had spoken to the PCSO who said that the owner of Rivendell House had given permission for the youth to use the path on his bike. The Chairman reminded members that the Parish Council was responsible for the path and the occupiers of Rivendell House did not have the right to grant use. He would speak to the owner of Rivendell House.

**-Mr  
Webb**

**5. OPEN FORUM****5.1 Parking on the Recreation Ground**

A resident of South End was concerned over the parking on the recreation ground. Firstly because parking during the winter caused considerable damage and secondly, more importantly, it made the recreation ground dangerous for children playing there. The resident queried why the sports clubs had the right to park on the recreation ground to the detriment of other users.

The Chairman advised that as long as he had been committee Chairman there had been a dispensation to team players to allow them to park on the recreation ground as long as the ground was firm enough to take the vehicles. The club representatives were invited to comment. Mr McNulty advised that the cricketers parked behind the trees and spectators probably asked the children not to play in that area. Mr Freeman stated that on the previous Saturday only two cars carrying the equipment for the matches were allowed on. All other vehicles parked at the Village College with the opposition team and spectators parking on the road. The gate was locked. Mr Freeman added that the club would keep this routine up. Mr Timms advised that both youth teams were asked to use the village college car park and did not use the recreation ground at all for parking. Mr McNulty agreed to bring this issue up at the next cricket club meeting.

A discussion then took place on the gate padlock and the necessity to keep the gate closed. It was proposed that a combination lock be purchased with only the users being told the combination. This was agreed. The Chairman would arrange the purchase of the lock.

The resident was thanked for her comments.

*-Mr  
Webb*

**6. CORRESPONDENCE****6.1 Parking on the Recreation Ground**

This was dealt with under Item 5.1.

**6.2 Vandalism of Elbourn Way Play Area**

Communication had been received from Mr Sam Spreadbury regarding the recent act of vandalism in the play area. This was a deteriorating situation in terms of litter being dropped and vandalism. Mr Spreadbury asked if the Parish Council were aware of the damage and if there were plans to remove the dangerous remains from the area. The Chairman advised members that, due to the urgency of making the area safe, he had instructed a contractor to clear the remains. Mr Spreadbury also asked if there was some possibility of monitoring the area and what could be done to minimize any further anti social behaviour. The Chairman stated that there was no evidence to say who carried out the action. Mr Hallett added that he had attended the Police Neighbourhood Panel meeting the previous week and had managed to push for Anti Social Behaviour and Criminal damage to be set as a priority for the police. Mr Webb would reply to the communication.

*-Mr Webb*

**7. FINANCIAL REPORT**

A report was circulated to Councillors. The Chairman stated that it was now half way through the financial year and the committee expenditure seemed to be on track. Mr Freeman asked for a breakdown of the Pavilion electricity costs which the Clerk would provide.

*-Clerk*

**8. UPDATE ON THE ROUSES****8.1 Groundswork**

The area had been seeded and was growing well. There was now a problem with moles in the area. It was agreed that this would be addressed at the Recreation Ground committee meeting at the end of the winter as it was currently the wrong time of year to take action.

The Chairman advised that he had a meeting arranged with the County Council officer, Phil Hill, on the 1<sup>st</sup> November 2012 to discuss and assess the asbestos found on the site. Mr Freeman had provided the details of a contractor if needed.

The BMX area was ready for some ramps to be made. It was suggested that the Youth Club leader be contacted so that she could relay the update to the youngsters. The Clerk had provided a draft safety notice and it was agreed that Mr Webb would compile a notice, for agreement at the next meeting, before the youngsters were given the go-ahead.

*-Mr Webb*

## 9. RECREATION GROUND MAINTENANCE

### 9.1 Fortune Way Ditch

The Chairman had spoken to the District Council Drainage Officer, Mr Matthews, who advised that permission would need to be sought if the ditch was to be filled in. Another resident of Fortune Way had advised that he did not think the ditch should be filled as it had not been a problem. There was no water flow there. The Chairman suggested that he should go through the process of getting permission but, before any action to progress the filling was taken, residents would be asked for their opinion. He added that it would be expensive. Mr Hallett stated that if the ditch was filled in it could encourage people to trespass on the adjoining ground as there would be no barrier.

*-Mr Webb*

### 9.2 South End Ditch

Ms Pemberton-Ford was making enquiries regarding help from the Community Service. The Clerk to liaise with her. The Chairman stated that this time of year was the ideal time to clear the ditch.

*-Ms  
Pemberton-  
Ford &  
Clerk*

### 9.3 Elbourn Way Trees

The Chairman was waiting for the leaves to fall from the trees before obtaining quotations to cut back.

He had also looked at the trees on the Kefford Close green, following a request from the residents at number 3. He did not feel that they would be responsible for blocking light into the property. He then reminded the Clerk that the deadwood on the tree in the corner of the green still needed to be removed. The Clerk to arrange as matter of urgency.

*-Clerk*

### 9.4 Benches

Ms Pemberton-Ford had agreed at the last meeting to obtain a further quotation. Mr Hallett advised that there were other benches in the village which needed attention. These were going to be discussed at the Finance and General Purposes committee meeting. Members agreed that it would be best to arrange work on all of the benches at the same time.

A discussion then took place on a metal bench which had been stored in the football shed for a number of years. It had a plaque on it, so it appeared to have been donated, but had been taken out of the ground with the concrete base still attached. It was suggested that this bench be put on the Rouses as there were no other seats planned there at the present time.

## 10. WEEKLY PLAY AREA SAFETY REPORTS

### 10.1 Replacement gate/Play area refurbishment

### 10.2 Play Area Vandalism

The above two items were covered under Item 6.2.

### 10.3 Weekly Inspection Reports

The Clerk advised that the springy was still being highlighted as a problem in the inspection reports. Mr Freeman agreed to see if he could move the bolts, as agreed at the last meeting.

*-Mr  
Freeman*

## 11. PAVILION WORKING PARTY UPDATE

The Chairman reported that he was still trying to get advice from Bridget Smith and he was also trying to contact the District Council Tree Officer for informal advice regarding the removal of the tree.

## 12. PARISH PATHS

### 12.1 Complaint regarding Footpath 21 and Footpath 12

Mr Hallett advised that there had been further communication from residents over the paths. The County Council Rights Of Way Officer, Peter Gaskin, was taking the issue up with the farmer. The County Council had the enforcement powers.

### 12.2 Request for dog waste bin (Footpath through Village College)

Ms Pemberton-Ford asked for this request to be discussed again. The request had previously been refused by the Parish Council as it was thought that it was the responsibility of the Village College to provide the bin. Members reiterated the decision not to provide a bin.

### 12.3 Request for dog waste bin at south end of footpath 6

Mr Hallett advised that there were two litter bins on the village green with a dog waste bin a little further along The Causeway. A discussion took place on the use of the bins and suggestions of where a bin could be sited. Members were reminded that the District Council would have to agree an additional bin and its location. After further discussion it was agreed that, as there were two litter bins and a dog waste bin in close proximity to the requested site, there was no requirement for an additional bin. Mr Hallett agreed to respond to the parishioner.

12.4 P3 Meeting

A meeting was to be held with the Rights of Way team and other parishes on the 6<sup>th</sup> November 2012 in Whaddon. The new grant arrangements were to be discussed at the meeting and how the District Council would be taking control of the grant allocation in future. Mr Hallett planned to attend.

**13. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**

There were no other items raised.

**14. DATE OF NEXT MEETING**

The next meeting would be held on Wednesday 19<sup>th</sup> December 2012.

**The meeting closed at 8.45 pm**

Chairman\_\_\_\_\_

Date\_\_\_\_\_

**Bassingbourn-cum-Kneesworth Parish Council**  
**RECREATION GROUND COMMITTEE MEETING**  
**Minutes of Meeting held on Wednesday 19<sup>th</sup> December 2012**  
**at The Chapel Room, South End- 7.30pm.**

PRESENT: Mr Webb(Chairman), Mr Clarke, Mr Hallett, Mr McNulty, Mr Freeman, Mr Timms,  
 Members of Public 0

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Mr Geraghty.

It was agreed that more committee members were needed and this would be raised at the next Parish Council meeting.

**2. DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA AND REQUESTS FOR DISPENSATIONS**

All Parish Councillors declared an interest as they were Trustees of the Recreation Ground Charity. Dispensations had been granted.

**3. MINUTES OF LAST MEETING**

The minutes of the meeting held on Wednesday 24th October 2012, copies previously distributed, were agreed a true record and signed by the Chairman.

**4. MATTERS ARISING**

4.1 Fortune Way Vegetation

This had been resolved. The resident had offered to cut back the offending shrubbery.

4.2 Dog Fouling

Mr Freeman advised that the football team had not played on the recreation ground lately and therefore not encountered a problem.

4.3 Football Team Floodlights

Mr Timms reported that the Junior teams were no further forward. Mr Freeman added that the adult club had been offered three/four floodlights. These would be tried out in the new year.

4.4 Rivendell House Path

The Chairman had not seen the owner of Rivendell House since the last meeting.

4.5 Recreation Ground Gates

A combination lock had been purchased with the combination forwarded to those people who needed to know.

4.6 Request for a dog waste bin

Mr Hallett to follow up.

*-Mr  
Hallett*

**5. OPEN FORUM**

There were no parishioners in attendance.

**6. CORRESPONDENCE**

There was no correspondence for discussion.

**7. FINANCIAL REPORT**

Mr Hallett provided a report which showed that the committee was currently within the budget. He asked the committee to decide on their precept requirement as this had to be set before the next meeting. The Chairman was made aware of a discussion from the last Finance and General Purpose's committee where County Cllr Mrs Oliver had advised that a letter was going to be sent to the Parish Council, regarding the Rouses, relating to a big problem with the amount of work needed on the land to remove the asbestos. The County Council had stated that all the asbestos needed to be removed with the cost probably wiping out the whole project. The Chairman was absent from that meeting and asked for the draft minutes to be forwarded to him. Members then went through the different budget headings. It was suggested that either way there should not be any further allocation needed for the Rouses in 2013/14. There may though be a need for around £2,500 for the clearing of the asbestos. It was also agreed that £10,000 would be budgeted for new metal railings around the play areas. The Chairman would prepare the requirements and forward to the Finance and General Purposes committee Chairman to include in the Budget/Precept discussions at the next meeting on the 9<sup>th</sup> January 2012.

*-Clerk*

*-Mr Webb*

**8. UPDATE ON THE ROUSES**8.1 Groundswork

The fencing had been erected around the site but other work had stopped. The Clerk was asked to e-mail the contractors, stating that no further work should be carried out until the asbestos problem was resolved, and copy in the Chairman. The Clerk advised that she had received the invoices from the contractors for the November groundswork, and also the fencing, amounting to £6,193.85. They had asked if this balance could be settled before the Christmas break. Mr Hallett stated that the payment would need to be authorised at the next Finance and General Purposes committee meeting and so could not be paid beforehand.

*-Clerk*

Mr Hallett reported that a tree from the Rouses land had fallen across the stream and demolished a garden shed on Knutsford Road. This was likely to be an insurance claim. Although it was not clear whether the County Council would be liable it was suggested that the Parish Council insurers be advised that there might be a charge. If so this would be followed up with the County Council as they had been made aware of the problem with this particular tree in the past.

Mr Clarke suggested that a meeting be arranged with the District Council Tree Officer to look at the condition of all the trees on the recreation areas. The Chairman confirmed that this was in hand.

*-Mr Webb***9. RECREATION GROUND MAINTENANCE**9.1 Fortune Way Ditch

The Chairman stated that he felt that the ditch should be left as it was and not filled. It would be expensive and was not causing any problems. This was agreed.

9.2 South End Ditch

The Chairman reported that he had a good meeting with the Community Service representatives where they stated that they might be able to help with the clearing of the ditch. The people were not allowed to go into the water but could stand on the edge of the ditch and clear it that way. This would be followed up.

*-Mr Webb*9.3 Elbourn Way Trees

There was no further update.

9.4 Benches

The Chairman confirmed that he had added four more benches to the specification and was seeking three quotations for the work. These would be available for the next meeting.

**10. WEEKLY PLAY AREA SAFETY REPORTS**10.1 Replacement gate/Play area refurbishment

There was no further update.

10.2 Weekly Inspection Reports

The Clerk advised that the springy was still being highlighted as a problem in the inspection reports. Mr Freeman advised that he had been busy but would see what he could do over the next couple of weeks.

*-Mr  
Freeman***11. PAVILION WORKING PARTY UPDATE**

The Chairman reported that he had spoken with Bridget Smith, who had spearheaded the Hub project in Gamlingay, and she had forwarded a report of stages. She had provided a quotation to project manage which was the second quotation, although they were not a direct match. Details would be circulated to Councillors for discussion at the next meeting. All members of the committee were asked to have read the two offers and to come to the next meeting fully prepared to discuss them. The Chairman confirmed that there would be further consultation with the village.

**12. OWNERSHIP OF RECREATION GROUND SHEDS**

Mr Freeman had spotted, on the Parish Council asset register, that the sheds were listed. He stated that he did not think the Parish Council had been involved when they were built. He added that before the Pavilion was built the sheds had been put up for storage then enlarged to act as team changing rooms. Mr Hallett advised that the sheds were included on the asset register compiled in 1999. A discussion took place between the club representatives Mr Freeman, Mr McNulty and Mr Timms, and they agreed that the sheds could be left on the asset register and that ownership was agreed to lie with the Parish Council.

**13. PARISH PATHS****13.1 P3 Funding 2013/14**

Mr Hallett reported that he had attended a meeting with the County Council Rights of Way team where it was stated that the village would not be getting any grant for the maintenance of the footpaths in 2013/14. He added that the paths belonged to the County Council, so the responsibility for cutting them could be handed back, but they would only be cut twice a year. Parishioners would then complain as the paths were well used. The Parish Council was tied in with a grasscutting contract until 2014 so would need to swallow the cost for 2013. After that it was suggested that each footpath could be looked at individually to identify the paths that could be handed back. Members agreed that there was a year to decide.

**14. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK**

There were no other items raised.

**15. DATE OF NEXT MEETING**

The next meeting would be held on Wednesday 20<sup>th</sup> February 2013.

**The meeting closed at 8.30 pm**

Chairman\_\_\_\_\_

Date\_\_\_\_\_