

**MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 16th February 2011
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

PRESENT:

COMMITTEE: Mr Webb (Chairman) Mr Hallett, Mr Clarke, Mr Freeman, Mr Geraghty, Mr McNulty, Mr Goater, Mr Bunton

Members of the Public: 5

APOLOGIES FOR ABSENCE

There were no apologies received.

DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

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

MINUTES OF LAST MEETING

The minutes of the meeting held on Wednesday 15th December 2010, copies previously distributed, were agreed a true record and signed by the Chairman.

MATTERS ARISING

PARKING CONES –There was a delay moving the cones which were now stored in the shed.

CONSERVATION GROUP –Members were unsure whether the rubbish collected at the last village litter pick had been removed from Fortune Way. They would look.

- Committee

OPEN FORUM

The meeting was closed for public discussion.

SKATE PARK –A representation from the village youngsters asked if there were plans to build a skate park in the village so that they could use their scooters. Mr Bunton advised that there had been complaints from residents around the school car park regarding the noise from skateboards and scooters there. The Chairman explained the Rouses plan and that it was not suitable for a skate park due to the proximity to surrounding houses. Skateparks in neighbouring villages were discussed and it was agreed that an area of land away from the centre should be investigated. It was suggested that County Farms land, around the village college, should be explored. After further discussion it was agreed that the Chairman would enquire about renting the old allotment land on the village college site. The youngsters were asked for details of their requirements and for photographs of equipment. They were advised that if suitable land was found, they would have to be active in fund raising for the project.

CORRESPONDENCE

FOOTBALL CLUB –Mr Freeman had copied a letter that he had sent to the youth football club secretary, Carol Butcher, expressing concern over the lack of co-operation by their players. Following torrential rain part of the main football pitch had been water logged. An official of the youth team was asked to keep players off the pitch once it had been marked off just before a game. When Mr Freeman returned the lines had disappeared which resulted in a late kick off and a fine by the Cambs FA.

Mr Freeman added that the Pavilion was also left unclean following the morning games.

It was recognised that a representative from the youth team had not attended the Recreation Ground committee meeting for some time. The Chairman agreed to call in at the Pavilion during the youth team session and find out a contact and remind the teams that the Pavilion should not be left in a disrespectful way. Mr Freeman asked permission to rope the pitch off if the ground was wet again. This was agreed.

-Mr Webb

FINANCIAL REPORT

The Clerk copied the report to Councillors. The income and expenditure looked as though it would be in line with the 2010/11 budget. It was noted that the painting of the play equipment, which was an added expense, was included.

UPDATE ON THE ROUSES

The Chairman reiterated details regarding the lifting of the requirement for an archaeological survey. Another source had agreed to prepare a flood risk assessment and he was trying to resolve the District

Council requirement of a wooden fence by suggesting a chain link fence with a hedge. Hopefully this project would move forward in the near future.

FACILITY FOR SCOOTERS –This was discussed under Open Forum with youngsters from the village.

RECREATION GROUND MAINTENANCE

DIP ON FOOTBALL PITCH – Mr McNulty reported that he had tried various people for help with the task without success. Mr Freeman had obtained a quotation from Stewart Bullard & son, for the work to be carried out. Members were reminded that attempts had been made to obtain other quotations over the past two years without success. Mr Freeman and the Clerk had met with contractors who did not appear to want the work. It was stated that by appointing a contractor the work would be carried out to a professional standard. It was then agreed that the committee would recommend approval of the quotation for £3800 plus VAT, to the main Parish Council for approval at the next meeting. Mr Freeman suggested that the work could be carried out once the last football game of the season had been played. Both clubs would be asked the date.

ELBOURN WAY STREAM CLEAR UP –Members would look at the stream once the weather improved.

-Members

SOUTH END RECREATION GROUND MUDDY STREAM –The Chairman reported that he had received correspondence regarding a dog sinking in the mud. It was suggested that this would be a hazard for a child if they fell in. It was agreed that the depth of mud be investigated for discussion at the next meeting.

-Mr Webb

WEEKLY SAFETY REPORTS

In the latest report the contractor had advised that a loose nut needed to be tightened on the Fortune Way mini adventure course. The Chairman agreed to deal.

-Mr Webb

PAVILION MANAGEMENT COMMITTEE REPORT

COMMUNITY CAFE –The Chairman advised that he had received a request to hold a ‘community cafe’ on the recreation ground with proceeds raised donated to charities. It was presumed that use of the Pavilion would be required. It was stated that the Pavilion hire agreement would have to be adhered to and it was suggested that a nominal charge should be made. The committee agreed in principle to the request with further information on the proposals needed. Mr Goater asked that the group be informed that there were cafe facilities in the Limes on a Saturday morning, when the book cafe was open.

PAVILION WORKING PARTY

The Chairman advised that a meeting would be called towards the end of the month, once the junior football club representative was known. The purpose of the meeting was to decide what the clubs wanted in the new Pavilion. A local architect had agreed to attend the meeting to offer free advice. Mr Clarke suggested a meeting for the public and the Chairman confirmed that once basic proposals were in place a meeting with the public would be arranged.

VILLAGE GRASSCUTTING 2011- 2014

The Clerk advised that the specification had been sent out to three contractors and two had submitted tenders. Mr Bunton advised that he had been contacted by the current contractor, Mr Buchan, who was disappointed that the grasscutting had been put out to tender again. He did a huge amount of additional work in the village, much more than what he claimed for. In some other parishes his contract had been extended without going out to tender. Mr Hallett reminded members that over 1/3rd of the precept was spent on grasscutting so the Parish Council had to demonstrate that it was getting best value. It was not just the cost; the quality was also taken into account.

Each individual specification for the areas of the village were then discussed. The Chairman expressed some concern over all contracts being awarded to one contractor. He felt it would be better to spread out over two. A vote was taken on the award of each of the tenders, with the result that all the contracts would remain with Buchans for 2011 -2014.

-Clerk

It was also agreed that the specification needed to be reviewed which would happen before the next contracts were due. Mr Clarke suggested that at the next review, Mr Buchan should be invited to meet with the committee to discuss costings. In the meantime, if a price increase was required, this would be negotiated separately. Clerk to advise the outcome to the contractors.

PARISH PATHS

PATH THROUGH VILLAGE COLLEGE –A further letter had been received from Mrs Isherwood highlighting concerns over the fouling by dogs of the footpath and ground. She asked for help with signs and dog waste bins. It was stated that the provision and emptying of dog waste bins was the decision of the District Council so it would be up to the Village College to make their own arrangements directly. The Chairman would advise the Village College of this at the next liaison meeting. It was advised that the footpath through the college grounds had been gated but not locked. It was also advised that the Village College paid for the rabbit fencing.

-Mr Webb

FOOTPATH 7 –It was agreed that a working group would put down some chippings one Saturday afternoon in April.

ANY OTHER BUSINESS

There was no other business raised.

DATE OF NEXT MEETING

20th April 2011

The Chairman closed the meeting at 9.20pm

**MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 20th April 2011
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

PRESENT:

COMMITTEE: Mr Webb (Chairman) Mr Hallett, Mr Freeman, Mr McNulty, Mr Goater, Mr Bunton
Members of the Public: 3

APOLOGIES FOR ABSENCE

Mr Clarke, Mr Geraghty

DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA

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

MINUTES OF LAST MEETING

Committee members had not received a copy of the minutes from the last meeting held on Wednesday 16th February 2011. It was agreed that they would be circulated and approved, along with these minutes, at the next committee meeting on the 15th June 2011.

MATTERS ARISING

SKATE PARK –The Chairman advised that he had discussed the request with Mr Hudson, the Village College Principal, at the last liaison meeting. Mr Hudson was going to ask the Governors.

FOOTBALL CLUB –Mr Peter Tiffin would in future represent the youth football club on the committee. This would be confirmed following the next Parish Council meeting.

OPEN FORUM

The meeting was closed for public discussion.

YOUTH GOAL POSTS –A request was made for the goal posts to be padlocked after being used by the youth football team. The Chairman to pass on the message.

*-Mr
Webb*

CORRESPONDENCE

REQUEST FOR A BASKETBALL HOOP –The request had been received on line. It was advised that a hoop had been requested a few years ago but there was no suitable area identified for the installation. It had to be a certain distance away from properties and there was nowhere in the village recreation areas which complied. If the skate park project was to go ahead a hoop could be considered then. The Chairman to reply.

*-
Mr
Webb*

FINANCIAL REPORT

There was not a report available as this was the first meeting of the new financial year.

UPDATE ON THE ROUSES

The Chairman reported that slow progress was being made. A flood risk assessment had been prepared and handed in to the District Council. The only issue now was the requirement of the County Council for a chain linked fence. The District Council Conservation Officer wanted a wooden fence. The Chairman has offered to plant a hedge along the chain link fence as a compromise and he awaits the District's decision. Once this had been resolved, and planning consent finalised, the contract could be signed.

RECREATION GROUND MAINTENANCE

DIP ON FOOTBALL PITCH – The Chairman had spoken to Mark Bullard who was ready to start the work. Both football teams had moved games. Mr Hallett asked whether the area would need to be fenced off when completed to allow the ground to settle. The Chairman agreed to liaise with the contractor to see how this could be done. Mr Freeman expressed concern over the delay in starting the work and the effect it could have on the cricket club matches. Mr McNulty and the Chairman agreed the club would work around it.

*-Mr
Webb*

ELBOURN WAY STREAM/FORTUNE WAY CLEAR UP –Mr Hallett reported that the condition of the Fortune Way stream had been brought to his attention following the recent village tidy. A 40 foot area behind the play area was very overgrown with vegetation. A discussion took place on riparian ownership and who was responsible. Mr Hallett advised that a resident of Fortune Way had offered to

*-Mr
Webb,
Mr*

help maintain the stream once cleared. There would also be a need for a safety notice as it would be a lot easier for a child to fall in the stream. It was agreed that the Chairman would obtain quotations for the clearance for approval at the next meeting.

*Hallett
& Clerk*

A discussion then took place on the Elbourn Way stream which ran behind the houses. It was agreed that the Chairman would write to the residents and ask for a donation of £30 each towards the clearance. Mr Hallett to advise the Clerk of the houses concerned. It was also agreed that the Chairman would get quotations for this clearance.

SOUTH END RECREATION GROUND MUDDY STREAM –The Chairman had inspected the stream and there were places with 3-6 inches of mud. He agreed that if a small child fell in it would have trouble getting out. It was agreed that the risk was low and there would always be mud in the stream due to dead vegetation. After further discussion it was agreed that a warning sign be purchased. The committee agreed expenditure of up to £350 for the Fortune Way sign and South End sign.

*-Mr
Webb*

WEEKLY SAFETY REPORTS

In the latest report the contractor had advised that a loose nut needed to be tightened on the Fortune Way mini adventure course. The Chairman confirmed that he had tightened the nut following the last report. He would look again to see how it could be made more secure.

*-Mr
Webb*

PAVILION MANAGEMENT COMMITTEE REPORT

The committee were now involved with the working party for a new pavilion.

PAVILION WORKING PARTY

The Chairman reported that a meeting of the working party was to take place on the 28th April 2011 to discuss requirements. These would then be collated and put in a report for an architect. The Parish Council and clubs would have to approve any design. Mr Freeman submitted his apologies for the meeting and agreed to send another representative of the football club.

PARISH PATHS

PATH THROUGH VILLAGE COLLEGE –The Chairman had advised the Village College that the Parish Council were not responsible for providing litter and dog waste bins. The District Council should be contacted. There had also been a concern raised, at the Annual Parish Meeting, over the opening mechanism of the footpath gates which the Chairman would pass on.

*-Mr
Webb*

BYWAY 22 –Mr Hallett reported that the County Council were going to resurface the path which ran from the Wireless Station towards Dyers Green. It was a track but the vehicles of residents were allowed to use it. The specification had been drawn up and was going out to tender.

ANY OTHER BUSINESS

GOAL MOUTH MAINTENANCE –Mr Freeman stated that he was not prepared to spend any time or money on the goal mouths following the incidents advised at previous meetings. The Chairman confirmed that traditionally the Parish Council hadn't maintained the pitches but as there was a lot of damage to the grass generally, they may need to arrange some work later in the year.

SOUTH END PLAY EQUIPMENT –Mr Goater asked if there were any plans to replace this equipment. A discussion took place on the cost of replacements and the suggestion that parishioners could get together for fund raising, which had happened in neighbouring villages. An allocation could also be made annually from the budget towards a project.

DOG FOULING –Mr Bunton reported that a dog belonging to a youth footballer had fouled on the recreation ground during a football session. It was not cleared up. He added that the parents of the child were with the boy and aware. Mr Freeman added that the adult footballers always had to clear up the pitches before their games.

DATE OF NEXT MEETING

15th June 2011

Mr Freeman gave his apologies.

The Chairman closed the meeting at 8.25pm

**MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 15th June 2011
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

PRESENT:

COMMITTEE: Mr Webb (Chairman) Mr Hallett, Mr Freeman, Mr McNulty, Mr Bunton, Mr Geraghty, Mr Clarke, Mr Tiffin

Members of the Public: 2

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 Bunton. There were no other nominations. Mr Webb agreed to continue as committee Chairman.

APOLOGIES FOR ABSENCE

Mr Goater, Mr Pidgeon

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 16th February and Wednesday 20th April 2011, copies previously distributed, were agreed a true record and signed by the Chairman.

MATTERS ARISING

SKATE PARK –The Chairman advised that he had heard that the Village College Governors had turned down a request to use part of the college grounds. This was to be confirmed.

YOUTH GOAL POSTS –The Chairman had sent an e-mail to the junior club asking for the posts to be tied down so that residents of The Tanyard were not disturbed.

REQUEST FOR A BASKETBALL HOOP –A reply had been sent.

DIP ON FOOTBALL PITCH –The ditch had been filled in and the grass seemed to have taken very well. Mr Freeman advised that there were a couple of little places where there were gaps. The Clerk to ask the contractor to fill these in. *-Clerk*

OPEN FORUM

There were no points raised.

CORRESPONDENCE

KEY RING –The Chairman had been told that a key ring, with the name ‘Pippa’ had been found on South End recreation ground. Members were asked whether they were aware of lost keys, or anyone with this name, which they were not.

FINANCIAL REPORT

A copy of the approved 2011/12 budget to be obtained from the Finance and General Purposes committee Chairman. Mr Webb asked if the payment for the filling of the dip was from the budget for this year. The Clerk believed that this expenditure would come from the ‘projects’ allocation and not from the general recreation ground committee budget.

AGREE COMMITTEE TERMS OF REFERENCE

These would be agreed at the next meeting on the 24th August 2011.

UPDATE ON THE ROUSES

The Chairman advised that there was nothing further to report. The District Council were yet to approve the flood risk assessment and the hedge/chain link fence. Mr Bunton confirmed that there had only been one quote for clearing of the site which was obtained a while ago. It was agreed that the committee should try and get another quote. Mr Bunton would also arrange for a revised quotation from the original contractor. Clerk to ask the contractors Stewart Bullard and Buchans Landscapes. *-Mr
Bunton
& Clerk*

RECREATION GROUND MAINTENANCE

ELBOURN WAY STREAM/FORTUNE WAY CLEAR UP –The Chairman had prepared a draft letter for residents of Elbourn Way which was discussed and slightly amended. He would hand deliver the letters. The Chairman confirmed that he was yet to seek quotations for the clearing of both streams. The signs also needed to be purchased.

WEEKLY PLAY AREA SAFETY REPORTS/ROSPA REPORT

The RoSPA report had been received. The Chairman to read and report back at the next meeting.

*-Mr
Webb*

PAVILION WORKING PARTY UPDATE

The Chairman reported that a meeting had been held on the 28th April 2011 which resulted in a ‘wish list’, and this had now been circulated to members. He asked the club representatives to discuss with their members and requested feedback. A meeting would then be arranged with Mr Stevinson who had offered to advise the working group on the best way to put the proposal to builders. Mr Geraghty added that this process, rather than to appoint a project manager, sometimes worked out cheaper. Mr Clarke asked whether there would provision for a parish room. The Chairman confirmed that there would be a social area where the Parish Council, and committees, could meet. Mr Freeman asked about storage facilities for the clubs. The Chairman advised that the sheds would be knocked down with separate storage provision for the three clubs built. Any comments from the committee were welcome.

PARISH PATHS

P3 FORMS –The Clerk had forwarded the grant application forms to Mr Hallett for completion. Mr Hallett advised that as far as he was aware, all paths were in reasonable condition.

ANY OTHER BUSINESS

There was no other business.

DATE OF NEXT MEETING

24TH August 2011

The Chairman closed the meeting at 7.57pm

**BASSINGBOURN-CUM-KNEESWORTH PARISH COUNCIL
MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 24th August 2011
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

PRESENT:

COMMITTEE: Mr Webb (Chairman) Mr Hallett, Mr Freeman, Mr McNulty, Mr Bunton, Mr Geraghty, Mr Clarke,

Members of the Public: 1

APOLOGIES FOR ABSENCE

Mr Goater, Mr Pidgeon, Mr Tiffin

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 15th June 2011, copies previously distributed, were agreed a true record and signed by the Chairman.

MATTERS ARISING

DIP ON FOOTBALL PITCH –The Chairman and Mr Freeman agreed that the gaps in the pitch appeared to have been filled in.

OPEN FORUM

There were no points raised.

CORRESPONDENCE

RECREATION GROUND TREE –Correspondence had been received from a resident of The Tanyard concerned about a substantial overhang of the tree having a detrimental effect on his garden. The Chairman confirmed that there was one major bough with three branches overhanging the garden. This would not be too difficult to cut back. The Clerk was asked to advise the resident that he could cut the branches back himself. If this was not possible the Chairman offered his services.

-Clerk

SUNDAY FOOTBALL –The committee had been asked if it would be possible to use the pitches on a Sunday for a new team. The Clerk had liaised with Mr Freeman who had confirmed that this would not be possible as it would result in overuse of the pitch. The Clerk had advised the person concerned.

VANDALISM –A resident had expressed concern over vandalism on the Elbourn Way play area by young children. The area had been inspected and there was damage to the fencing. Mr Hallett recommended putting this in the hands of the PCSO who would be able to speak to the parents and monitor the situation. The Chairman agreed to contact the police and follow up on the repairs. Mr Hallett would advise the resident of the action.

-Mr Webb & Mr Hallett

FINANCIAL REPORT

A copy of the approved 2011/12 budget to be obtained from the Finance and General Purposes committee Chairman. The Clerk confirmed that the cricket club invoice had been sent out. The invoices for the football clubs would be sent out in the Autumn.

AGREE COMMITTEE TERMS OF REFERENCE

A copy had been distributed to members. It was agreed that football club should read football clubs and that ‘including play areas’ should be included in the heading. The changes would be ratified by the full Parish Council at the next meeting.

-Clerk

UPDATE ON THE ROUSES

The Chairman advised that the planning permission was still in the hands of the planning department. When he had last spoken to them the officer had advised that she was seeking advice from her supervisor regarding a complaint regarding parking issues and noise. The Chairman agreed to follow up. The Chairman then advised that he had a meeting arranged with Buchans Landscaping to discuss the specification for clearing The Rouses. Mr Bunton to find out whether the quotation received for the clearing a while ago was still valid.

-Mr Webb & Mr Bunton

RECREATION GROUND MAINTENANCE

Members agreed that the recreation areas were looking smart. There had been no complaints from the cricket club. Mr Freeman confirmed that the football club would be marking out the pitch for the first home game to be held on the 1st September 2011.

ELBOURN WAY STREAM/FORTUNE WAY CLEAR UP –The Chairman confirmed that letters had been sent to residents as agreed at a previous meeting. Some people had cleared their part of the stream and left the rubbish for removal. A quotation had been received for the clearing of both Elbourn Way and Fortune Way ditches, from Buchans Landscapes, for £580 plus VAT. It was proposed by Mr Hallett, seconded by Mr Geraghty that this was accepted. All members in agreement. The Chairman would suggest that the work should be carried out at the beginning of September.

*-Mr
Webb*

WEEKLY PLAY AREA SAFETY REPORTS/ROSPA REPORT

The Chairman had looked at the recent report and there was nothing needing immediate attention. Risks identified were low and medium, mostly trip hazards. The weekly inspections continued to be carried out.

PAVILION WORKING PARTY UPDATE

The Chairman reminded members that minutes and sample drawings had been circulated. No feedback had been received. Mr Freeman queried the lack of contingencies and the plan for the clubs whilst there would be no facilities. Storage would also be a problem. It was believed that football clubs were not allowed to use temporary facilities. A discussion took place on storage solutions including a shipping container which might not be large enough for the goal posts. Members agreed that this needed to be looked at but it was a long way down the road.

A discussion then took place on appointing a project manager to oversee the project from start to finish and to spearhead fundraising. It was suggested that an appeal could be put in the Village Voice and the Chairman agreed to compile a list of requirements/specification for the role Project Manager. Members were also urged to ask around to see if they could find anyone willing to take on the position. Mr Bunton stated that there were a lot of processes committee members could do themselves. He suggested as a first step approaching the planners and local residents for their comments on plans.

*-Me
Webb &
members*

PARISH PATHS

Mr Hallett reported that a meeting had been held with the Rights of Way officer, Peter Gaskin. He had expressed concern over FP4 (Mill Lane-Shedbury Lane) and FP9 (Across the Rouses) which had not been cut. Mr Hallett confirmed that these paths were included in the contract with Buchans Landscapes and he would speak to Mr Buchan. There was a loose post on FP2 off Fen Road which Mr Hallett agreed to reinstate. FP12 from the Doctors Surgery across to Beauval Farm had not been reinstated after being ploughed. The farmer had been approached. There was also a missing post on FP15 which Mr Hallett was investigating the whereabouts. The P3 grant for 2011 had been agreed as £1400.

The Chairman thanked Mr Hallett for carrying out some clearance work around a footbridge.

ANY OTHER BUSINESS

There was no other business.

DATE OF NEXT MEETING

26th October 2011

The Chairman closed the meeting at 8.25pm

**BASSINGBOURN-CUM-KNEESWORTH PARISH COUNCIL
MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 9th November 2011
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

PRESENT:

COMMITTEE: Mr Webb (Chairman), Mr Hallett, Mr Freeman, Mr McNulty, Mr Geraghty, Mr Clarke,
Members of the Public: 1

APOLOGIES FOR ABSENCE

Mr Goater

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 24th August 2011, copies previously distributed, were agreed a true record and signed by the Chairman.

MATTERS ARISING

TANYARD OVERHANGING BRANCHES –The Clerk confirmed that she had contacted the resident as discussed at the last meeting.

ANTI SOCIAL BEHAVIOUR –There had been no further complaints regarding the Elbourn Way play area. Mr Hallett confirmed that he had replied to the original complainant.

OPEN FORUM

There were no points raised.

CORRESPONDENCE

HUCKLE TRUST –The Chairman advised that approval had now been received from the Charity Commission to use the earmarked funds towards improving existing recreational facilities.

REQUEST TO USE PAVILION –The Chairman had received a request to use the Pavilion on a Monday evening between 7pm and 9pm for band practice. The request came from the same person who had set up a cafe on the recreation ground making donations from the proceeds to local causes. Mr Geraghty advised that he remembered a band practicing there before with no problems. A discussion took place on the hire charge to cover electricity etc and it was proposed that this would be £15 per session. Due to the lack of facilities at the Pavilion there was another proposal of £10 per session. A vote was taken with 4 members in favour of charging £15 and one in favour of charging £10. £15 was therefore agreed. The Chairman agreed that he would open the Pavilion and lock up once they had finished.

*-Mr
Webb*

FINANCIAL REPORT

A report was circulated to Councillors. It was stated that the payment to clear the ditches would make an impact on expenditure.

UPDATE ON THE ROUSES

The Chairman reported that in spite of the District Councillors chasing there had been no further action from the District Council on the planning consent. He confirmed that everything had been done to meet their requirements. Mr Hallett added that he had checked the District Council website where the application was shown as pending. It was agreed that the Clerk would write to Chris Collison, District Council Interim Head of Planning, to urge formally.

-Clerk

The Chairman then advised that at the last Parish Council meeting it was agreed to go ahead with signing the lease once the planning consent was received. Two quotations to clear the site were in hand and these would be followed up. The Chairman was asked about the electricity pylons on the site. There was believed to be an agreement whereby the electricity company had agreed to put them underground. This had not yet been followed up. The Chairman did not think there would be a problem left as it was. Mr Geraghty suggested a warning sign. This would be discussed in detail once the planning situation was finalised.

RECREATION GROUND MAINTENANCE

ELBOURN WAY STREAM/FORTUNE WAY CLEAR UP –It was believed that the contractors had started the clearing. The Chairman advised that he had been asked by residents to arrange for the trees by the stream to be cut down 8 -10 feet. He asked members to look and this would be discussed at the next meeting. The Clerk expressed concern over a tree in Kefford Close needing attention. The Chairman reminded members that the removal of the dead wood had been agreed at a previous meeting and the Clerk was urged to arrange.

-Clerk

RAILING OVER FOOTBRIDGE –The Chairman confirmed that he had repaired the broken railing.

WEEKLY PLAY AREA SAFETY REPORTS/ROSPA REPORT

The Clerk confirmed that the inspection reports continued to be forwarded to her and there were no new problems highlighted.

The Chairman advised that the gate to the South End play area had been vandalised. The hinges had been bent back so it could not be repaired. He suggested replacing with a metal gate and at the same time refurbish the fence. A discussion took place on how the play area could be revamped with Mr Hallett suggesting updating the safety surfacing. It was stated this would cost a lot of money. It was also suggested that an appeal be put in the Village Voice for a working party to refurbish the equipment, which the Chairman agreed to do. He would also look into gate replacements.

-Mr Webb

PAVILION WORKING PARTY UPDATE

A meeting had been arranged for the 30th November 2011. The purpose of the meeting was to look at further plans and also the aspects of funding. He had asked people to go along to the meeting with two suggestions for sources of funding to try and get the project off the ground. Mr Freeman advised that he had spoken to Jim Hill, from the County Football Association, who had advised him that during the past two years fifteen pavilions had been refurbished the latest being Sawston and Barton. Mr Hill had also advised that the Parish Council could get funding from the Football Trust and ECB. Details of a Project Management team, Alan Lamb, had been given to Mr Freeman and they would attend a meeting free of charge. After discussion it was agreed that Mr Webb would make contact with Mr Lamb.

-Mr Webb

The Clerk then advised that following the last Finance and General Purposes committee meeting, where an invoice for Cambridge Water had been approved, she had asked Cambridge Water to check the meter reading. She had since received a telephone call from their inspector who wanted access to the Pavilion as the water meter appeared to be going around fast. She had passed on the contact details for the Chairman who had not heard from the inspector. It was stated that there had been some ongoing problems with the water over the summer. The Chairman agreed to inspect the Pavilion the following day to see if anything had been left turned on.

-Mr Webb

PARISH PATHS

Mr Hallett advised that he had received two complaints about the quad bikes on Ashwell Stret which were not allowed. The restriction allowed two wheeled vehicles. There had also been the same problem in Keith Wood. Both occasions had been at the weekend and the policing team had been made aware.

ANY OTHER BUSINESS

ACCESS TO GARAGE –Mr Freeman advised that he had some stakes requested by the cricket club groundsman but he was unable to gain access to the garage due to a new combination lock. The Chairman agreed to give the combination to Mr Freeman and asked that the stakes be left with him. The Chairman also had a problem with a broken lock on a padlock which Mr Geraghty agreed to cut off with a disc cutter once a new padlock was purchased.

*-Mr Freeman,
Mr Webb
&Mr Geraghty*

PAVILION REFRESHMENTS –Mr Freeman had received a complaint from another team Chairman over the smell from bacon which upset four of his players who refused to use the changing rooms. It was advised that parents of the junior team cooked bacon sandwiches during their weekend training sessions. There was no extraction means so the doors should be left open. The Chairman agreed to speak to the junior club about this and suggest that they left all doors open.

-Mr Webb

ACCIDENTS –The Chairman asked for the committee to be advised of any accidents during matches so that they were aware should there be any come back on the condition of the recreation ground.

DATE OF NEXT MEETING

14th December 2011

The Chairman closed the meeting at 8.25pm

**BASSINGBOURN-CUM-KNEESWORTH PARISH COUNCIL
MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 14th December 2011
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

PRESENT:

COMMITTEE: Mr Webb (Chairman), Mr Hallett, Mr Freeman, Mr McNulty, Mr Geraghty, Mr Clarke,
Parish Councillors: Mrs Mead-Blandford, Mrs Cooper
Members of the Public: 2

APOLOGIES FOR ABSENCE

Mr Goater, Mr Tiffin

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 9th November 2011, copies previously distributed, were agreed a true record and signed by the Chairman.

MATTERS ARISING

REQUEST TO USE PAVILION –The Chairman had not confirmed agreement for the parishioner to use the Pavilion as the water had been turned off due to a water leak.

ACCESS TO GARAGE –The combination for the lock had been e-mailed to the wrong address for Mr Freeman. The Chairman to try again. Mr Freeman still had the stakes which once tidied up would be delivered to the Chairman.

*-Mr
Webb*

PAVILION REFRESHMENTS –The junior football club had been asked to open the back door whilst cooking.

OPEN FORUM

There were no points raised.

CORRESPONDENCE

PARKING ON RECREATION GROUND –The Chairman had received a communication asking about car parking. He had advised that it was allowed when the ground was hard otherwise car parking was available at the Village College car park. The football club representatives were asked to remind their clubs of this arrangement. Mr Robinson would also keep the gates locked when ground conditions were unsuitable.

*-MF
&PT*

FINANCIAL REPORT

A report was circulated to Councillors.

UPDATE ON THE ROUSES

The Chairman confirmed that he had met the planning officer dealing with the decision notice and she apologised for the delay in issue. The paperwork was ready to go ahead and was in the final stages. It was hoped that planning permission would be granted before Christmas. The contract would then be signed and returned to the County Council.

REVIEW OF 2012/13 PAVILION HIRE FEES

The fees had been increased for the current year to £265 for each club. It was acknowledged that there would be a substantial increase once the new pavilion was built and members agreed that a small increase, to cover inflation, should be made for the next year. It was agreed that the fees for 2012/13 would be increased by £10 to £275 for each club.

RECREATION GROUND MAINTENANCE

ELBOURN WAY STREAM/FORTUNE WAY CLEAR UP –The stream cleaning had been completed to a very satisfactory standard.

ELBOURN WAY TREES –The Chairman and Mr Hallett had looked at the trees and did not think that they needed to be cut back at this point in time. They would be monitored.

WATER LEAK –The leak had been identified as being between the main stopcock and the Pavilion.

This had been confirmed by Cambridge Water Company. Various ideas had been discussed as to what could be done which included the digging of a trench to find the leak and repair it or putting a new line to the Pavilion. It was thought that the latter would be the cheapest option and less invasive. Mr Geraghty suggested hiring a small digger. The work would not affect any of the football pitches. Members then agreed that the work should be carried out when the weather improved. In the meantime Mr Bunton agreed to check on the amount of pipe required and source a small digger. This would be discussed again at the next meeting when a date would be set to carry out the work.

*-Mr
Bunton*

WEEKLY PLAY AREA SAFETY REPORTS/ROSPA REPORT

The Clerk confirmed that the inspection reports continued to be forwarded to her and there were no new problems highlighted. Problems with latches on the gate and chain wear were still ongoing. The Chairman agreed to check all the swing chains. It was advised that the multi play unit in the South End area was wobbly. The Chairman to check that also.

*-Mr
Webb*

REPLACEMENT GATE/PLAY AREA REFURBISHMENT –The Chairman suggested replacing the matting under the two sets of swings in the South End play area. This was highlighted in the annual RoSPA inspection report as a low risk trip hazard. To replace the matting would make the area look a lot better but the costs were substantial. Replacement matting would cost in the region of £1500 and to replace with Wetpour £2600 for black or £3250 coloured. There was not enough money available to replace equipment at this stage so this approach would be cosmetic. Mr Hallett agreed that the matting would need to be replaced at some point and suggested the costs be put forward into the 2012/13 budget. Members agreed that further quotations be obtained for further discussion. Mr Hallett reminded members of the Huckle Trust funds and also that there should be some Section 106 funding from the new housing on The Causeway.

The Chairman then advised that he was waiting for a quotation to replace the existing wooden fence with railings. Again this was cosmetic.

PAVILION WORKING PARTY UPDATE

The Chairman reported that a very good meeting had been held with Mr Lamb who advised that he could provide services of a Project Manager. He was going to be asked to quote for each stage of the project. There had been some plans drawn up with some recommendations on changes discussed. It was estimated that the cost of the building would be around £500,000 and Mr Bunton added that it would serve a lot of purposes. It was suggested that the District Council should be asked for their comments before making a presentation to the village. It was then proposed by Mr Geraghty, seconded by Mr Hallett that the plan with amendments discussed would be put to the Parish Council for their approval to proceed. All members in agreement. This would be an agenda item at the Parish Council meeting which would be held on the 24th January 2012.

VILLAGE GRASSCUTTING

WAR GRAVES CONTRACT –The War Graves Commission had given notice of termination of the contract at Bassingbourn Cemetery. The contract would end on the 31st January 2012. The letter stated that this was not a reflection of the standard of service but the Commission had found that where logistically possible they would carry out the work themselves. The Clerk was asked to advise the Parish Council contractors of the termination of this contract.

-Clerk

PARISH PATHS

Mr Hallett advised that the bridge on footpath 3, The Mill towards Abington Piggotts, had started to rot. He had reported this to the County Council Rights of Way officer who on inspection had broken it. A contractor had now been appointed to repair it.

ANY OTHER BUSINESS

PAVILION DOOR –Mr Freeman advised that the handle to the front door had broken. There also appeared to be a leak in the roof where it was believed some tiles were missing. The Chairman agreed to investigate.

*-Mr
Webb*

PAVILION WATER –It was confirmed that the water would be drained down following the final football game of the year.

DATE OF NEXT MEETING

15th February 2012

The Chairman closed the meeting at 8.20pm