

Bassingbourn-cum-Kneesworth Parish Council
RECREATION GROUND COMMITTEE MEETING
Minutes of Meeting held on Wednesday 20th February 2019
at The Chapel, South End- 7.30pm.

PRESENT: Cllr Freeman (Chairman), Cllr Douglass, Cllr Dixon, Cllr Hallett, Cllr McNulty, Cllr Leith, Cllr Sams, Cllr Spenceley, Cllr Geraghty, Mr Smith(Cricket Club), Mr King (Youth Football Club)
 Members of Public 1

1. APOLOGIES FOR ABSENCE

Cllr Oakley and Cllr Prentice.

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 and asked for dispensations. The dispensations had been granted by the Clerk for a four year period.

Cllr Spenceley queried the status of the committee and whether Councillors who were members of sports clubs should be allowed to participate.

It was confirmed that the Recreation Ground Committee was a committee of the Parish Council. Councillors who were members of Sports Clubs had a dispensation.

Cllr Hallett declared a non-pecuniary interest as a member of the PCC.

3. MINUTES OF LAST MEETING

The minutes of the meeting held on Wednesday 12th December 2018, copies previously distributed, were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Recreation Ground Signage

Cllr Sams advised that he had spoken to the District Council officers who advised that there was no formal structure on templates. He had then looked around local open spaces and had prepared a draft sign based on the Parish Council requirements which had been circulated to members.

A discussion took place on vehicles being allowed on the recreation ground when there was parking available at the Village College and school. The Chairman advised that the Football Club had been told that the clubs were no longer allowed to use the car parks. Cllr Douglass agreed to follow this up at the Practical Solutions Group meeting.

It was agreed that the sign should include a 'no unauthorised' vehicles reference. Cllr Sams agreed to prepare a final template for the sign, measuring 1metre x ½ metre, and the Clerk would arrange quotations.

4.2 Churchyard Grasscutting

Cllr Hallett advised that the letter sent by the Clerk to the Church Wardens, following the last meeting, had caused an adverse reaction to the suggestion that the Church contribute to any additional grasscutting requirement. He added that the Church could not be asked to contribute to the cost of cutting a closed Churchyard. The Clerk advised that the action to include the suggestion was in the agreed September 2018 Parish Council minutes.

A discussion took place on the standard of grasscutting where Cllr Hallett agreed that it was not satisfactory in 2018. He added that there was no statutory guidance on the acceptable standard. The Chairman agreed to follow up with the contractor and also remind him about using the larger equipment.

*-Cllr
Douglass,
Cllr Sams
& Clerk*

*-Cllr
Freeman*

5. OPEN FORUM

There were no issues raised.

6. CORRESPONDENCE

Correspondence received was discussed under agenda items.

7. FINANCIAL REPORT

7.1 Financial Report

A copy of the report was circulated to members. This was the last report for the current

financial year.

8. RECREATION GROUND MAINTENANCE

8.1 Replacement for Horse Chestnut Tree

The Chairman advised that the Football Club was still investigating a replacement. Cllr Hallett urged action as there was a time limit on the tree consent. The seating also needed to be reinstated around the new tree.

8.2 Repair to Benches

The Clerk advised that she was awaiting a quotation from the handyman. There had been some discussion at the Finance and General Purposes committee over proposed materials. Cllr Douglass added that the handyman had advised that he would repair the benches in the worst condition first once the quotation was agreed.

8.3 Proposal for CCTV

Cllr Dixon advised that she had received so many complaints about anti social behavior on the recreation ground. Other villages had installed CCTV which helped. Cllr Douglass advised that the new Pavilion working group had agreed it would be a good idea as the Pavilion project progressed. Cllr Sams agreed that a lot of money had been spent on new play equipment and the cameras would be a method to help to protect it. The Clerk to investigate with other Parish Councils.

-Clerk

9. PLAY AREAS

9.1 Weekly Play Area Inspection Reports

Cllr Dixon advised that the inspection sheets needed to be updated to include the recently installed equipment. Cllr Sams also asked for photographs of the equipment for the Asset Register. The Clerk reminded the meeting that the Internal Auditor had suggested that the values on the Asset Register should align with the insurance schedule. This was still to be progressed.

-Cllr
Dixon &
Clerk

9.1.2 Installation of New Equipment

The equipment had been installed and children were queuing up to use it. Cllr Dixon advised that she had signed off the installation but the fencing was still on site. The supplier was aware.

9.2 Quotations for a Youth Shelter

Cllr Dixon had quotations and she advised that the shelters would cost in the region of £8,000 -£10,000 each. It was agreed that these should be referred to as a Park Shelters in future. A discussion took place on whether planning permission would be needed. This would be checked.

-Cllr
Dixon

9.3 Proposal for Recycling Bins

There was no further update.

9.4 Park Close

The lease had been completed.

9.4.1 Quotation for small piece of equipment

Cllr Dixon had quotations for equipment which would be circulated for the next Recreation Ground committee meeting which would be held in the next financial year.

9.5 Request for Gate signs (as Fortune Way)

Cllr Dixon requested the signs for the Elbourn Way and South End fenced play areas. The cost of each would be £40 plus VAT and installation. It was proposed by Cllr Douglass, seconded by Cllr Leith, that the two signs be purchased. Clerk to arrange.

-Clerk

10. PAVILION

10.1 New Pavilion Working Group Update

A representative of the working group updated Councillors on progress advising that the Project Manager had spoken to another contractor who he invited to quote. Once the tenders were returned the Parish Council would decide which contractor to appoint.

Cllr Sams suggested that all the sports clubs apply for grant funding, as a joint community project, once the costings were known. Mr King advised that the Youth Football Club had made some enquiries about grants. Mr Smith added that the Cricket Club had also applied in several places. The Chairman advised that he had spoken to Cambridgeshire FA, and Grassroots, but they were unable to consider an application until costings were known.

A discussion took place on funding sources and the criteria for some grants.

10.2 Pavilion Maintenance

It was suggested that a Spring clean of the Pavilion take place. Mr King advised that the Youth Football Club cleaned every week following use of the building. Cllr Douglass offered to prepare some signs for display. Cllr Hallett suggested that the Pavilion Management Committee consider getting a regular cleaner.

*-Cllr
Douglass*

10.2.1 Management Committee Bank Account

The bank account was now open.

11. PARISH PATHS

Cllr Hallett advised that Cambridgeshire County Council was asking for parish feedback on additional footpath cuts. At the present time the Parish Council contractors carried out two cuts in addition to the County Council cuts. This may change with the next contract. He added that no individual complaints relating the paths had been received.

12. GRASSCUTTING CONTRACT12.1 Contract 2019

Cllr Spenceley reported that he had spoken to the contractor who reiterated his offer of updating the specifications. Cllr Hallett advised that the performance criteria on the existing requirements meant that more cuts were needed and therefore this was an additional cost to the Parish Council. The updated specifications would need to increase the number of cuts required.

12.2 Contract 2020-2022

The review of the specifications was to take place at the end of the Summer 2019 ready for the new contract to be in place by April 2020. Members agreed that it was important for this item to be kept on the agenda to avoid a rush in preparing the paperwork later in the year.

12.3 Churchyard Tree Ivy

The Clerk advised that this was being addressed through the Finance and General Purposes committee and was for information only at this meeting.

13. COUNCILLORS ITEMS FOR INFORMATION AND REQUIRING THE URGENT ATTENTION OF THE CLERK13.1 MUGA Details

Cllr Dixon stated that Elbourn Way would be an ideal location for a MUGA and, as the skateboard facility was so expensive, could be an alternative. Cllr Sams advised that the budget was now allocated to the Shelters. He added that there were grants available but reminded members that the problem was the lack of land. Cllr Hallett suggested that it was a matter of staging expenditure and the Shelters would be less of an issue to install.

13.2 Vehicle Access onto Recreation Ground

Cllr Geraghty expressed his concern over access onto the recreation ground by Rivendell House where there were two missing bollards. This made the ground vulnerable for unauthorized vehicle parking. The Chairman confirmed that he had the bollards which needed to be reinstated and would arrange this with Cllr Geraghty.

*-Cllrs
Freeman
and
Geraghty*

14. DATE OF NEXT MEETING

Wednesday 17th April 2019

The meeting closed at 8.40pm

Bassingbourn-cum-Kneesworth Parish Council
RECREATION GROUND COMMITTEE MEETING
Minutes of Meeting held on Wednesday 24th April 2019
at The Chapel, South End- 7.30pm.

PRESENT: Cllr Freeman (Chairman), Cllr Douglass, Cllr Dixon, Cllr Hallett, Cllr Leith, Cllr Sams, Cllr Spenceley, Cllr Geraghty, Cllr Oakley, Cllr Prentice, Mr Smith(Cricket Club),
 Members of Public 2

1. APOLOGIES FOR ABSENCE

There were no apologies made.

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 and asked for dispensations. The dispensations had been granted by the Clerk for a four year period.

3. MINUTES OF LAST MEETING

The minutes of the meeting held on Wednesday 20th February 2019, copies previously distributed, were agreed a true record and signed by the Chairman.

4. MATTERS ARISING

4.1 Recreation Ground Signage

The signage had been agreed and the order would be placed with payment following the next Finance and General Purposes committee meeting when a cheque would be signed.

5. OPEN FORUM

5.1 Pavilion Rebuild

The committee was asked if a decision on a recommendation was being put forward at this meeting. Cllr Catherall advised that a recommendation would happen once feedback was received back on the tenders and funding availability had been considered. A discussion took place on the tenders and how some information received had been incomplete. Concern was raised over the delay in the process and the Parish Council was urged to give the sports clubs a lease on the Pavilion so that they could manage the project. Cllr Douglass pointed out that the intention was that the Pavilion would be used as a community building, attracting more people, and not exclusively for sport. Everyone agreed that the current position was very frustrating.

6. CORRESPONDENCE

6.1 Cricket Club –request for assistance with security purchase

The request for funding for padlocks and hasps for the sheds, which would cost approximately £400, had been circulated to the committee. The Cricket Club insurers had stated that the sheds needed to be secured to a higher standard than as current.

Members were advised that the sheds were used by the Cricket Club, Football Club and Youth Football Club who all stored equipment within. A discussion took place on the insurance where it was stated that the Cricket Club insurance was very specialized. It was then proposed by Cllr Freeman, seconded by Cllr Douglass that the three users each put £100 towards the equipment with the Parish Council contributing the remaining £100. This was agreed by all Councillors.

7. FINANCIAL REPORT

7.1 Financial Report

A report had not been compiled as the financial year had just started.

8. RECREATION GROUND MAINTENANCE

8.1 Replacement for Horse Chestnut Tree

The Chairman reported that tree specialists had looked at the ground and advised that a Sweet Chestnut tree was not suitable. Cllr Hallett expressed his concern over the delay to the planting as the planning consent for the removal of the Horse Chestnut tree stated that the tree

had to be replaced in the next suitable planting season which had now been missed. He urged the Football Club to move ahead with this. A discussion took place on where the tree should be planted which had to be within 30metres of the removed tree. Cllr Dixon suggested that a community shelter be erected on the site of the old tree.

8.2 Repair to Benches

The Clerk had not received any quotations for the repairs. Cllr Douglass had also urged with the contractor. The Chairman stated that the bench on Brook Road needed urgent attention and also a bench outside the Church on North End. The Clerk would chase up the contractor and ask that these two be treated as priority. -Clerk

8.3 Proposal for CCTV

Cllr Dixon advised that some vandalism had taken place in the South End play area. Cllr Douglass added that she had been told that it was not the usual group of youngsters. A discussion took place on CCTV and whether it would be suitable for the play area. Cllr Catherall suggested that the South Cambridgeshire District Council ASB officer be contacted for guidance. The Clerk would also circulate policies relating to other council CCTV installations for information. -Clerk

8.4 Vehicle Access

Cllr Geraghty had reinstated the bollards as discussed at the last meeting. It was noted that the padlock put on the gate by the Football Club was missing and noted that this was probably because it had to be cut off as access to the ground for an ambulance was needed.

9. **PLAY AREAS**

9.1 Weekly Play Area Inspection Reports

Cllr Dixon had provided a list of new equipment for the Asset Register.

9.1.1 RoSPA Reports 2019

The reports for the three areas had been circulated to the committee. The reports were satisfactory with minor recommendations. One issue identified was the suggestion that new shackles be installed on the swings. Another was the Fortune Way gate which the inspector raised an issue over entrapment on the side of the gate. -Cllr
Catherall

Cllr Catherall offered to investigate parts which would need to be installed by a certified contractor.

9.2 Quotations for a Community Shelter

Cllr Dixon had obtained quotations. It was agreed that they would be copied to Councillors for discussion at the Parish Council AGM on the 21st May 2019. She also had quotations for the Park Close fencing, a small piece of equipment and picnic benches. These would all be copied and included in the agenda item for the 21st May. -Clerk

9.3 Proposal for Recycling Bins

There was no further update.

9.4 Park Close

The lease had been completed.

9.4.1 Quotation for small piece of equipment

The quotations would be copied to Councillors for discussion at the AGM.

9.5 Update on Gate Signs

Payment for the signs would need to be made before the signs were released. This would be arranged at the Finance and General Purposes Committee meeting on the 7th May 2019. -Clerk

10. **PAVILION**

10.1 New Pavilion Working Group Update

An update on the position was made by Cllr Catherall under Item 5.1.

10.2 Pavilion Maintenance

There was nothing to report.

11. **PARISH PATHS**

The Chairman reported that the signpost for Footpath 13, at the entrance to the path on Brook Road, looked dangerous. Cllr Hallett agreed to report on the County Council website. -Cllr
Hallett

12. **GRASSCUTTING CONTRACT**

12.1 Contract 2020-2022

It was agreed to keep this on the agenda so that there was plenty of time to prepare new specifications later in the year. The Chairman advised that he had received recommendations

from the existing contractor, on updating the existing specification, for the current season. He would forward to the Clerk to circulate to the committee. Mr Smith advised that the Recreation Ground had been cut the previous weeks on Thursday and then Wednesday. He requested that, as in previous years, the contractors be asked to cut on Friday for the Cricket Club. The Chairman would speak to the contractor.

*-Clerk &
Cllr
Freeman*

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

13.1 Pavilion Costs

Cllr Catherall stated that the Parish Council needed to agree a way forward with the Pavilion as the prices received were outside the budget. This would have to be an agenda item for another meeting,

14. DATE OF NEXT MEETING

Wednesday 19th June 2019

The meeting closed at 8.32pm

Bassingbourn-cum-Kneesworth Parish Council
RECREATION GROUND COMMITTEE MEETING
Minutes of Meeting held on Thursday 20th June 2019
at The Chapel, South End- 7.31pm.

PRESENT: Cllr Freeman (Chairman), Cllr Douglass, Cllr Dixon, Cllr Hallett, Cllr Sams, Cllr Geraghty
 Members of Public 0

1. ELECTION OF CHAIRMAN

The Parish Council Chairperson, Cllr Douglass, opened the meeting and asked for nominations for Chairman. Cllr Geraghty proposed Cllr Freeman. Cllr Douglass proposed Cllr Dixon. The election was not progressed as there were only two other Councillors in attendance. It was agreed that Cllr Freeman would chair the meeting on this occasion. As there were few committee members there would be an agenda item at the next Parish Council meeting to elect further representatives from the Parish Council. The election of Chairman could then take place at the next meeting when there would be more people in attendance.

2. CO-OPTION OF NON COUNCILLORS

On a proposal by Cllr Hallett, seconded by Cllr Geraghty, it was agreed that Mark Smith and Bill McNulty be co-opted onto the committee to represent the Cricket Club. This was agreed by Councillors and would be ratified at the Parish Council meeting.

3. APOLOGIES FOR ABSENCE

Cllr Oakley

4. 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 and asked for dispensations. The dispensations had been granted by the Clerk for a four year period.

5. MINUTES OF LAST MEETING

The minutes of the meeting held on Wednesday 24th April 2019, copies previously distributed, were agreed a true record and signed by the Chairman.

6. MATTERS ARISING

6.1 Recreation Ground Signage

Cllr Sams had agreed the artwork and the go-ahead had been given to produce the signs. The Chairman agreed to prepare the posts for two signs.

*-Cllr
Freeman*

7. AGREEMENT OF COMMITTEE TERMS OF REFERENCE

An updated draft had been circulated to Members. It was proposed by Cllr Hallett, seconded by Cllr Sams, that the amendments be agreed. All members in agreement. The Committee Terms of Reference would be ratified at the next Parish Council meeting.

8. OPEN FORUM

There were no members of the public in attendance.

9. CORRESPONDENCE

Correspondence received was discussed under agenda items.

10. FINANCIAL REPORT

10.1 Financial Report

The report was circulated to Councillors. It was noted that that the Pavilion Committee should now send out an invoice to the Cricket Club for the Pavilion Hire 2019. Clerk to forward a pro-forma invoice to Cllr Douglass.

-Clerk

11. RECREATION GROUND MAINTENANCE

The Chairman reported that the Football Club had moved the goal posts to the side, on the hard standing for the Pavilion extension, and had locked them up. They wanted to get the goal

area cleared up and had asked the help of the contractors. There was a pile of soil behind the goals used as top soil by all the clubs. There were also a lot of rabbit holes by Rivendell House which would be monitored over the Summer.

The Chairman then advised that the Football Club wanted to construct a permanent concrete platform to store the posts on. The Cricket Club was also looking at site screens and would need to store them somewhere. It was not sure whether planning consent would be needed for a platform. In the meantime it was agreed that the goal posts be stored on the extension base although overhanging.

11.1 Replacement for Horse Chestnut Tree

The Chairman advised that the replacement tree planting was in hand and this was likely to happen at the end of September. He asked the best position for the tree which was suggested as in line with the tree which the benches were around at the moment. This would be approximately 10 metres away from where the original tree was removed.

11.2 Repair to Benches

The Chairman stated that he was impressed with some of the recycled plastic bench designs and proposed that one be put on the corner of Spring Lane to see how residents thought about the material. A discussion took place on the area of grass by the Doctors surgery where the bench could be positioned. It was agreed that the grass needed to be cut there even though the ownership of the land was unknown.

Cllr Hallett and the Chairman had been working on a map of the village with photographs of the benches showing their state of repair. It was suggested that the Brook Road bench was not in the best location and should be removed. It was suggested at the Finance and General Purposes Committee meeting that the cast iron benches be moved onto the recreation ground and replaced over time with new benches. Cllr Douglass added that a five year plan on how to progress this should be put together.

11.3 Proposal for CCTV

The Clerk had circulated a CCTV policy from another Parish Council for information as to what was involved with CCTV. It was noted that cameras would be easier to install on the Pavilion but the current issue was with the play area and anti social behaviour. A discussion on safeguarding took place. Cllr Dixon advised that the Chair of the Primary School PTA was very knowledgeable about security and may be able to give advice when needed.

12. PLAY AREAS

12.1 Weekly Play Area Inspection Reports

The latest inspection sheets were handed to Cllr Dixon. The only issue identified was the damaged panel.

12.1.1 RoSPA Reports 2019 –Replacement swing shackles

Cllr Dixon reported that she was in contact with a contractor that specialized in play equipment.

12.1.2 Fortune Way Gate Lock

A replacement lock or gate was being investigated.

12.2 Quotations for a Community Shelter

Cllr Dixon had asked for details of a shelter manufactured by Broxap. She showed a picture of the shelter which was of a suitable design. Further details would be circulated once received.

12.2.1 Style/Size of Proposed Shelter

Options had been circulated to Parish Councillors before the last Parish Council meeting. A decision was still to be made.

12.2.2 Planning Application

It was noted that details of the footprint of a shelter would need to be known for a planning application even though the structure details would not.

12.3 Proposal for Recycling Bins

There was no further update. It was acknowledged that it would be highly unlikely that recycling bins would be installed as the District Council were now installing multi use bins.

12.4 Park Close

12.4.1 Update on fencing of area

Cllr Dixon advised that the fencing was to be installed within the next few weeks. Unfortunately someone had dumped a lot of fence panels on the area and she requested that a skip be arranged to clear them, and some shrubbery, before the fencing took place. It was proposed by Cllr Sams, seconded by the Chairman that up to £200 expenditure be allowed for a skip.

Cllr Sams suggested an item for the Village Voice on fly tipping and the associated cost to the Parish Council for clearing.

12.4.2 Quotation for small piece of equipment

This was on hold until the fencing had been installed.

12.5 Update on Gate Signs

Cllr Dixon had the signs which needed to be amended to show an age limit of 12 instead of 10. Cllr Sams to arrange a sticker. The handyman would then install them on the Elbourn Way and South End gates.

13. PAVILION

13.1 New Pavilion Working Group Update

An extraordinary Parish Council Meeting had been held on the 18th June 2019 to agree a way forward. This was on hold at the present time because of the funding shortfall.

13.2 Pavilion Maintenance

The Chairman reported that the Football Clubs had carried out a Spring clean before handing the building over to the Cricket Club for the Summer. The building smelt a lot better and the fridge was up and running again. A couple of light bulbs had also been replaced.

The Chairman added that some boards had been pulled out of the gable end, facing South End, and he would investigate the best way to put them back. The football season was to start in mid August, with mostly evening games until September, so access would be easier once the goal posts were back out.

-Cllr
Freeman

14. PARISH PATHS

It was noted that a bush had grown across footpath 7, North End, beside the allotments where the kissing gate used to be. Cllr Hallett agreed to cut back.

-Cllr
Hallett

15. GRASSCUTTING CONTRACT

15.1 Contract 2020-2022

Cllr Dixon reported that the contractor wanted some clarification on the specification. He had sent out some suggested modifications. The Chairman advised that he had arranged to meet the contractor the following week.

-Cllr
Freeman

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

16.1 Tanyard Fence

Cllr Geraghty reported that residents had erected a new fence at the end of their garden and on the recreation ground side there were big lumps of concrete, with posts, in the long grass. He was not sure if this debris had come from the same property as the one with the new fence. The Chairman and Cllr Douglass would investigate.

-Cllrs
Freeman
&
Douglass

16.2 Elbourn Way Play Area

Cllr Hallett had noticed that the maintenance gate had been left open. He had tried to close it but the padlock was closed. There was also an issue with the bolts. Cllr Dixon advised that she knew about this and the grasscutting contractors had been made aware and were investigating. The Chairman would also speak to the contractor.

-Cllr
Freeman

16.3 Cemetery Trees

Cllr Hallett had notices that two trees were down on the west side of the Cemetery. This may have happened when CALA homes erected their fence. He suggested that a price be obtained for the removal of the trees and a decision could then be made at the next Cemetery committee meeting.

16.4 Play Structure Repairs

The Clerk had been advised that the replacement panel would take 6-8 weeks to repair. Cllr Dixon had since spoken to the supplier, stating that this was a safety issue, and they agreed that the repair would be carried out the first week in July.

16.5 Tanyard Gap

Cllr Dixon referred to the difficulty a resident of the Tanyard had accessing the recreation ground in his wheelchair. An offer had been received to put down a concrete base which would make it easier to get through the gap. This was agreed.

16.6 Complement from visitors

Cllr Geraghty reported that he had some visitors recently who were very impressed by the recreation ground and how immaculate it was.

17. **DATE OF NEXT MEETING**
Wednesday 21st August 2019

The meeting closed at 8.55pm

Bassingbourn-cum-Kneesworth Parish Council
RECREATION GROUND COMMITTEE MEETING
Minutes of Meeting held on Wednesday 21st August 2019
at The Chapel, South End- 7.30pm.

PRESENT: Cllr Freeman (Chairman), Cllr Douglass, Cllr Dixon, Cllr Hallett, Cllr Spenceley, Cllr Geraghty,
 Cllr Catherall, Cllr White, Cllr Leith, Mr Smith
 Members of Public 0

1. ELECTION OF CHAIRMAN

Cllr Douglass, the Parish Council Chairperson advised that as this was to be the last meeting of the Recreation Ground Committee, before the restructure of council meetings, she would chair this meeting.

2. APOLOGIES FOR ABSENCE

Cllr Oakley, Cllr Sams, Cllr Prentice

3. 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 and asked for dispensations. The dispensations had been granted by the Clerk for a four year period.

4. MINUTES OF LAST MEETING

The minutes of the meeting held on Thursday 20th June 2019, copies previously distributed, were agreed a true record and signed by the Chairman.

5. MATTERS ARISING

5.1 Recreation Ground Signage

Cllr Freeman confirmed that he was in the process of reinforcing the signs before installation. Three poles would need to be attached.

*-Cllr
Freeman*

5.2 Tanyard Fence

Cllr Freeman reported that he had cleared up the rubbish left following the installation of the new fence by the resident.

6. OPEN FORUM

There were no members of the public in attendance.

7. CORRESPONDENCE

Correspondence received was discussed under agenda items.

8. FINANCIAL REPORT

8.1 Financial Report

The report was circulated to Councillors Cllr Hallett observed that four months into the financial year the budget for the maintenance of the open spaces was nearly used. It was suggested that this might be due to the way payments were made.

9. RECREATION GROUND MAINTENANCE

9.1 Replacement for Horse Chestnut Tree

Cllr Freeman confirmed that the Football Club were dealing and they should be ready to plant a replacement by September.

9.2 Repair to Benches

The bench repairs needed around the village were discussed at the recent extraordinary Parish Council meeting. Cllr Hallett had agreed to survey the benches. He circulated his findings to members adding that there were a significant number in need of repair. There had been £10,000 set aside in the budget for 'Other Projects' but it was envisaged that this project would go on into the next financial year anyway. Cllr Catherall was to prepare and present a proposal to the Council on how to progress the work and was aware that the handyman was waiting for Councillors to make their minds up on what they wanted to be done first. Cllr Freeman reminded members that the bench on Brook Road was a hazard and should be

removed.

9.3 Proposal for CCTV

This was still being investigated. There was a contact in the village who had offered guidance on what could /could not be done.

10. PLAY AREAS

10.1 Weekly Play Area Inspection Reports

The latest reports were handed to Cllr Dixon. She advised that the drop bolts on the gates in Elbourn Way had been flattened and so they would not close. The grasscutting contractor was the only user of the gates and she was trying to find out whether they were responsible or whether the gates had been vandalised. -Cllr
Dixon

10.1.1 Update on Replacement swing shackles

An order had been placed for the swing shackles.

10.1.2 Update on Fortune Way Gate Replacement

An order had been placed for the replacement gate.

10.2 Update on Community Shelters

Cllr Dixon had been in contact with the Planning Officers to see whether planning permission was needed for the shelters. She had been advised to complete a pre-application which she would do. -Cllr
Dixon

10.3 Proposal for Recycling Bins

The Chairperson advised that she had a SCDC contact who dealt with recycling so would contact him directly to find out the position regarding the position of recycling bins. -Cllr
Douglass

10.4 Park Close

10.4.1 Update on Play Equipment

The play equipment had been ordered.

11. PAVILION

11.1 Pavilion Working Group Update

The Chairperson reported that a meeting had been held with the sports clubs which went very well. Local people would be invited to tender for the refurbishment of the existing Pavilion to see how the costs compared. The situation would then be revisited. The Chairperson added that she hoped that all parties would work together from now onwards.

11.2 Pavilion Maintenance

Cllr Freeman reported that a cleanup of the Pavilion had taken place. There had been a leak and a toilet part needed to be replaced.

12. PARISH PATHS

Cllr Hallett advised that the access barrier on footpath 15, Ashwell Stret, had been smashed fairly recently and this had been reported on the County Council website.

13. GRASSCUTTING CONTRACT

13.1 Contract 2020-2022

Cllr Freeman reported that the current grounds maintenance contractor had sent some paperwork to him with suggestions for refreshing the specifications. The contractor suggested that for the next year he would keep his prices the same but at the same time would work with the Parish Council to write a revised specification to take into account the work he actually carried out then all contractors would be tendering for the same specification.

Concern was raised by some councilors as to this process. It was recognised that the contractor carried out a lot of additional work in the village and he should be paid for this. Cllr Freeman agreed to circulate the suggestions for further discussion by the new Amenities Committee. -Cllr
Freeman

The land at Wellhead Springs was then discussed. It was stated that this land was the responsibility of Cambridgeshire County Council and was as wildlife site. It was suggested that the area could be a project for the Parish Council to take over in the future. This would also be a discussion item for the new Amenities Committee.

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

14.1 War Memorial maintenance

Cllr Catherall referred to the maintenance of the area which was usually left until just before

the Remembrance service. The contractors had not maintained the planted shrubs as intended which was for them to flower. He added that the area needed someone interested in gardening.

14.2 Drug area signage

Cllr Freeman reported that he had been told by a representative of Cambridge Water that they had a policy for signage to advertise drug areas on their land. Advertising this brought attention to the area and was therefore not used for the purpose. He suggested that this might be worth investigating in the village.

14.3 Parking on Elbourn Way/Kefford Close open space

Cllr Hallett had been made aware of the vehicles parking on the grassed area. This was not too much of a problem when the ground was dry but needed to be monitored.

14.4 Abandoned vehicle

It was believed that there was a vehicle on Brook Road and it was noted that this was a South Cambridgeshire District Council issue if the vehicle did not move. Cllr Spenceley advised that there were links to report traffic issues, where photographs and videos could be uploaded, and suggested that the links be advertised in the Village Voice.

15. DATE OF NEXT MEETING

This was the last meeting of the Recreation Ground Committee. The new meeting format for the Amenities Committee would be set up from September 2019.

The meeting closed at 8.30pm