

# Bassingbourn-cum-Kneesworth Parish Council

## Minutes of Amenities Committee Meeting held virtually on the 12<sup>th</sup> August 2020

Present : Councillors Dixon (Chairman), Catherall, Geraghty, Douglass, and Hodge. Cllr Oakley joined at 20.15

Cllrs Spenceley, Davis, Leith, Hallett and Wakefield and one member of the public were also present.

Mrs V Tookey in attendance as Clerk, together with Mrs B Isherwood as RFO.

<b>1</b>	<b>Apologies for absence : None were received.</b>	
<b>2</b>	<b>Declarations of Interests relating to items on the agenda and dispensations:</b> Cllr Hodge declared a non-pecuniary interest for item 6.	
<b>3</b>	<b>Minutes of meeting held on 10<sup>th</sup> June</b> having been previously circulated were approved on the proposal of Cllr Douglass, seconded Cllr Hodge.	
<b>4</b>	<p><b>General Maintenance Issues:-</b></p> <p><u>4.1. Pavilion re-opening</u> Works had taken place to ensure that the required fire equipment and signage, together with soap dispensers and hand-towels, were ready in time for the opening date advised by Government. Clerk had prepared a procedure booklet containing checklist and responsible person nomination, and this had been circulated. The document was already being used by the Cricket Club. Discussion regarding allocation of keys resulted in Committee recommending that a set is collected from Clerk or councillor and returned after use. Also that some form of "bond" be considered in the case of keys being cut by users. The locks were to be changed again. The Committee was dismayed to hear pavilion had been used before officially open, and Clerk was asked to write to both clubs stressing the need to for all to work together responsibly to keep people safe.</p> <p><u>4.2. Seats refurbishment</u> CH is making good progress working on those seats prioritized as in most of need of repairs. It had been anticipated that the seat on Brook Road, which was past repair, would be removed at the same time as works to the War Memorial area but this would not now happen. Works to the war memorial in advance of VJ day were detailed. It was unanimously agreed following proposal by Cllr Catherall, seconded Cllr Oakley that a sum of £500 be made available as a "thank you" to the volunteers.</p> <p>Discussion followed regarding creating a sinking fund for play areas and agreeing that Council should work on a Strategic Plan for property council owns with short, medium and long term aims and objectives. Following the suggestion that the Circular Seat be used as two semi-circular seats, it was agreed that RFO obtain prices for refurbishment.</p>	<p>BI/ VT</p> <p>VT</p> <p>ALL</p> <p>BI</p>
<b>5</b>	<p><b>Play areas:-</b></p> <p><u>5.1 Items of repairs to note following inspections</u> Repairs noted as high priority in the Rospa report have been actioned. Proludic are expected back to meet with Chairman to discuss minor adjustments. The four play Areas were also sanitized as per Government guidelines prior to re-opening.</p>	SD

	<p>Clerk continues to receive and note the weekly inspections from Herts and Cambs. These are filed electronically and must be retained for 21 years.</p> <p><u>5.2 Bubble spinner</u> Chairman and RFO looking at costs for possible replacement.</p>	SD/ BI
<b>6</b>	<p><b>Pavilion</b></p> <p><u>6.1 Business Case</u> Cllr Leith reported that he continues to seek an agreed full set of requirements. Concerns were expressed that the quote for refurbishment/extend does not include the youth facilities. Committee agreed that the facility needs to meet the village's needs. Further agreed that the business case needs to adopt the overall vision to include what other facilities in the village can provide.</p> <p><u>6.2 Pavilion Advisory Group report</u> Cllr Catherall reported back from PAG meeting held on the 3<sup>rd</sup> August. Discussion took place relating to the work by LC; allowing Cllr Leith time to complete business case; could Council go back to Overtons ?; and any contacts over £25000 must go through Government website. Reference was made to an agreement in May 2019. Discussion as to whether the SO and FR allowed Council to do this. Cllr Catherall had met with Building Regulations. Agreed that Cllr Leith needed a meeting with Cllrs Dixon, Douglass and Clerks as soon as possible to analyse all activities requirements, and to pull together an interim list of requirements. Cllr Hodge proposed that the options discussed with Overtons be within the funding available. Cllr Douglass seconded this. Following a vote, which included the Chairman's casting vote, this motion was lost.</p> <p><u>6.3 Pavilion Advisory Group</u> It was confirmed and agreed that there was only one PAG. Terms of Reference to be ratified. Clerk and Chairman had been unable to find current set.</p>	RL  VT/ BI  RL/ SD/ ED VT BI  VT/ SD
<b>7</b>	<p><b>The Tanyard Access to Recreation Ground</b> CH has been asked to give advice regarding making the access more suitable for mobility vehicles etc.</p>	BI
<b>8</b>	<p><b>Community Plaque and nominations</b> Committee discussed some form of commemoration of the contributions made by local businesses and people to the response to the Covid pandemic. This to be contemplated and revisited.</p>	ALL
<b>9</b>	<p><b>Cemetery Report</b> Clerk reported that she was currently dealing with five requests for interment. The Memorial Garden shows neglect and needs replacement of shrubs, and the grass treated. Cllrs Dixon, Davis, and Oakley offered to work with the Clerk on this. Committee noted the comments of the Internal Auditor regarding revaluation of property and keeping up a maintenance programme.</p>	VT
	<p>There being no further business the meeting closed at 22.02</p> <p>Signed ..... Chairman Date .....</p>	

**Date of Next Meetings: – 2020 –** 9<sup>th</sup> September; 14<sup>th</sup> October; 11<sup>th</sup> November; 9<sup>th</sup> December.