

CAM PARISH COUNCIL

**MINUTES OF A MEETING OF RECREATION & LEISURE COMMITTEE HELD TUESDAY 2ND FEBRUARY 2010 AT 6.30pm
IN THE COUNCIL SHOP**

PRESENT: D Andrewartha (Chairman), J Sherman, B Powell, J Fowles, N Ledoux

APOLOGIES: M Clifton, M Poole, D Pritchard

IN ATTENDANCE: S Hanman (Clerk)

RL.09.148. To receive and accept Apologies for Absence

Apologies as listed above were received and accepted.

RL.09.149. To receive Declarations of Interest

None received

RL.09.150. To Accept and Sign Minutes of the Meeting of 9th December as a True and Correct Record

It was RESOLVED that the Minutes be accepted as a correct record and signed by the Chairman

RL.09.151. To note correspondence received

The following were noted:

GPFA – ‘Playing Field’ Newsletter

RSS – Details of playground inspection service

Various equipment brochures

RL.09.152. To note matters arising from the Minutes and not covered by agenda items for Information Only

None raised

RL.09.153. To receive and comment on budget report and consider re-allocation of funding

The Budget summary for 2009/10 had been circulated. It was noted that the Jubilee Field Development, Allotments, Play Areas and Changing Rooms budgets are rolling funds, with any year-end surpluses to be placed on reserve for ongoing projects. The surplus in the MUGA budget had already been offset against next year’s Precept.

The Reserves budget (below) includes details of reserves held for this Committee:

12 Reserves		Receipts		Payments		Current Balance	
<u>Code</u>	<u>Title</u>	<u>Balance B/Fwd.</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
910	Development	278,487.00	0.00		0.00	200.00	278,287.00
911	Jubilee Field	29,101.71	0.00		0.00		29,101.71
912	PlayAreas	14,215.87	0.00		0.00		14,215.87
913	Burial Ground	3,000.00	0.00		0.00		3,000.00
914	Changing Rooms	10,000.00	0.00		0.00		10,000.00
915	Footpath Improvements		0.00		0.00		0.00
		£334,804.58	0.00	£0.00	0.00	£200.00	334,604.58

Year-end balances would be added to these reserves as appropriate. Approximately £5000 of the Play Areas reserve would be needed as match funding for the Woodfield Playbuilder project. It was not felt that there was any need to re-allocate funding at this point, as further consideration could be given in the next financial year. It was felt that the issue of possible further funding bids in respect of facilities at the Jubilee Field should be referred to the JPlay Group and a meeting of this would be arranged as soon as possible, with Jane Bullows from District Council invited to attend if possible to advise on possible funding sources. Possible play equipment for

younger children at the Jubilee Field would be discussed at the next meeting, including arrangements for consultation, in order that a budget can be identified and equipment ordered in time for Spring 2010.

RL.09.154. To review effectiveness of Playranger project in Cam and consider ways to extend this after March 2010

Nothing further had been heard from Play Gloucestershire on this issue.

RL.09.155. To note progress on Playbuilder scheme for extended play area at Woodfield under the Playbuilder scheme and agree any further actions

It was noted that works were due to commence by the beginning of March and should take around 3 weeks. It is a requirement of the funding that works are complete and paid for by the end of March, which should be achievable, given that it is estimated to be a 3 week build. However, enquiries were being made with the County Council as to whether a pro-forma invoice or other information might be necessary, should the works still be in progress or the bill not yet have been paid. The area would be fenced off during the work, with a temporary access created to enable soil for the mounds to be brought in. Information for the sign to be provided by Play Gloucestershire was agreed as follows: Name of Area – Woodfield Green Play Area; Location of sign – Entrance from Hadley Road; Parish Council Logo – As illustration provided by Deputy Clerk taken from Council letter heading (Full Council would be asked to adopt this as the official logo of the Parish Council).

RL.09.156. To consider next actions in respect of funding bids for facilities at the Jubilee Field

To be referred to JPlay, as discussed above.

RL.09.157. To consider planting of trees on Parish Council sites as part of the ATC Challenge

Details had been circulated of a challenge being set for Cadet Forces for 2010 to plant a total of 150,000 trees. Packs of 30 young trees were available, either in the form of hedging plants or as a selection of native trees. It was RESOLVED to ask for 10 packs of hedging plants in order to establish a hedgerow at the far end of the Jubilee Field, plus 1 pack of individual trees for use in Blind Lane and any other suitable locations. Volunteers would be sought to assist the cadets in planting these trees.

RL.09.158. To receive regular inspection reports for play areas and agree any actions

Reports indicated no major problems. Repair of the all weather surface at Woodfield would be chased – as the supplier is the same as being used for the surface at the new play area, it was hoped that this work could be carried out at the same time. Damage to one of the ramps at the skatepark would be checked by Cllrs Andrewartha and Ledoux to assess whether it causes any hazard and whether a repair is necessary.

RL.09.159. Jubilee Field Maintenance and Development

i. To receive update on anti social behaviour, litter, damage etc and agree any actions

It was noted that things had been quiet of late, other than some instances of littering. Litter was reported to be a problem in various parts of the Parish and particular problems in Elstub Lane, Blind Lane, Lark Rise path and Spouthouse Lane/Woodview Road path would be reported.

ii. To consider improved signage and production of brochure

A first draft of a brochure detailing the attractions of the Jubilee Field had been circulated, and had been completed in order to use it as evidence in the Quality Council re-accreditation application. However, it could be amended for various requirements and circulated as appropriate. It was felt that it would be useful if the brochure could be circulated with the next edition of the newsletter – a quote would thus be sought

for printing 3000 copies. It was agreed that a new sign should be devised for the main gate, based on a map of the field showing the various activities – options and prices would be explored.

iii. To consider issues concerning the changing rooms and agree any actions

The initial plumbing works had been carried out (and the invoice paid), but further faults had been identified during the work, with the plumber indicating that a number of new showers could be needed. The Football Club representative (Marcus Cowley) had agreed that it is unlikely that the full number of showers will be needed, and was meeting the contractors on site to discuss this further. His report was awaited. The clubs had been instructed not to use the changing rooms until the situation is resolved, as the electrical installations were considered dangerous. However, it had been reported that Bulldogs had in fact used the units, and had left them in a messy condition. Both Clubs would again be advised of the situation and warned not to use the units – and reminded that when they are able again to do so it is their responsibility to leave them in a clean and tidy condition. Following an incident where a member of the public and his car had been locked inside the field, clubs would also be warned to check for any other visitors before locking the gate and leaving the field (or better to keep the gate locked once they are on site to prevent access by others).

The application to SDC for a Certificate of Lawful Use in respect of the portakabin units, submitted last August, had still not been decided. Following a further approach, the District had asked for additional information, which had been sent.

iv. To further consider the ongoing development of the field, including amenity furniture, access path

A schedule of the seats etc as existing, and what is needed would be prepared shortly. It was RESOLVED that the balance in the amenity furniture budget should be used to purchase a bench and litter bin for the 'Outdoor Gym' area.

v. To consider grounds maintenance issues and agree any actions, including work programme for Leyhill Work Party scheme

The Chairman and Clerk had met recently with the Work Party co-ordinator to discuss possible work for the team. It had been agreed that this was work that the team could fit in on odd days through the winter, especially when adverse weather prevents them working on other projects. A skip could then be arranged when the work is complete to take away the resulting debris. It was now agreed that the work should include removal of barbed wire fencing and the central fence and crown lifting of trees where necessary. Resurfacing of the skatepark would then be arranged for the summer, to fit in with the Scratch 'n' Sk8 event.

RL.09.160. To Note any Comments from Users of Jubilee Field and Agree Actions

None present

RL.09.161. To consider grounds maintenance issues at Hopton Green including tree work and footpaths

Trees

- i) Horse Chestnut** – A specialist report some time ago on the Horse Chestnut tree had indicated that its life expectancy is short and suggested that a replacement be planted so that it can become established by the time that removal is necessary. It was now agreed that the Tree Specialist at the District Council should be consulted with regard to the best type of tree and where it should be planted.

- ii) Tree in Verge** – In response to a query from a local resident, it was agreed that permission should be given for the trimming of a tree growing in the verge between the Green and the boundary of the houses in Millbank. As the tree appears to be safe and healthy, it was not considered that any action by the Council itself was necessary.

RL.09.162. To receive inspection reports for open spaces and consider any action

No serious problems were reported. Litter at Lark Rise would be cleared by the Handyman.

RL.09.163. To Note any Issues Relating to Allotments

i) To consider any applications for structures and note planning implications

None received to date

ii) To consider necessary actions to bring the additional site at Ashmead into use , including provision of water supply

Details of the issue that had arisen with regard to a report of a possible World War II Home Guard ammunition dump on the site had been circulated. The MOD had advised that a civilian Explosive Ordnance Disposal firm be contacted, with a view to their attendance during digging and possibly to carrying out a render safe exercise if anything is found. It was now agreed that, if possible, such a firm be engaged to attend during the digging of both the water service trench and the field as a whole. It was also felt that a scan of the area with a metal detector could be useful, and further efforts would be made to locate such a device.

iii) To receive inspection reports and comment on any further allotment issues – inspections had been carried

out on the Upthorpe and Ashmead sites. Although most allotments were looking somewhat neglected at present, this is mainly due to inactivity during the winter and not a real issue. However, on the Upthorpe site there was an excess of materials such as carpet, old window frames (with glass) bags of unknown material etc. It was therefore agreed that a letter be sent to all tenants on this site requesting that they remove any materials not needed for immediate use from the site and that no window frames etc are kept on site unless they are being actively used as cloches etc. This was agreed to be important as these materials could be a safety hazard to users of the site, to whom the Council has a duty of care.

RL.09.164. Any Other Urgent R&L Matters for Information or Referral Only

None raised. There being no further business, the meeting was declared closed at 7.30pm.