

**MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 9th April 2008
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

PRESENT:

COMMITTEE: - Mr Webb (Chairman), Mr White, Mr McNulty, Mr Clarke, Mr Timms, Mr Geraghty
Mr Hallett (Chairman F&GP committee).

Members of the Public: 1

APOLOGIES FOR ABSENCE:

Mr Freeman

MINUTES OF LAST MEETING

The minutes of the meeting held on Wednesday 13th February 2008, copies previously distributed, were agreed a true record and signed by the Chairman.

MATTERS ARISING

KNUTSFORD ROAD STREAM –Mr White reported that he was still trying to make contact.

EXTENSION TO BACKSIDE FOOTPATH –This was covered under the Parish Paths report.

EXTREME WEATHER CONDITIONS –A letter had been sent to both the football clubs as discussed at the last meeting.

FIRE EXTINGUISHERS –The Chairman had purchased two fire extinguishers for the Pavilion.

CORRESPONDENCE

ROSPA –The Parish Council had been advised that the annual play equipment inspection would take place in April 2008.

RECREATION GROUND MAINTENANCE

ADDITIONAL SPORTS AREA –District Councillor Cathcart was discussing areas in the village with landowners. He made regular reports at the Finance and General Purposes committee meetings.

PAVING OF FOOTPATH ENTRANCE – This had been completed.

REPLACEMENT OF POST ON KNUTSFORD ROAD –This was still outstanding. The committee agreed that if the post had not been replaced by the next meeting, they would arrange.

-Clerk

DIP ON FOOTBALL PITCH –The Clerk reported that she had urged the quotation from Lattenbury Services. She was not sure whether Buchans Landscaping had been approached to quote and was asked to contact them. The committee agreed that the levelling of the dip was not something they wanted to do as a working party, as suggested at the last meeting.

-Clerk

PURCHASE OF ROTARY MOWER –Mr White to contact Mr Racher, to find out whether he wanted the existing mower repaired, or whether a new one should be purchased. The committee were aware that if a new one was bought, Mr Racher would prefer a Flymo without wheels as this made it easier to cut around and under play equipment. As the next committee meeting was not until June, the committee agreed that up to £200 expenditure be authorised if a purchase was necessary.

FOOTBALL WALL –The Chairman reported that he had been approached by a member of the Youth Working Group. There was nowhere for youngsters to kick a ball against a wall, therefore they used the Pavilion. Mr Geraghty advised a football wall would have to be a certain distance away from houses and it was suggested that maybe the land at Elbourn Way could be considered. The committee felt that it would not be used there as youngsters preferred the South End area. A discussion on The Rouses then took place. This was one of the areas being considered for a bike ramp, other areas being investigated by Cllr Cathcart, and the County Council had offered it to the Parish Council for this purpose for a rent of £55.00 per annum. Councillors agreed this land would be ideal for a small pitch and maybe a football wall, and didn't feel there would be any opposition from residents. It was then agreed that the committee would put a proposal to the Parish Council AGM that the County Council be approached to see if the Parish Council could rent the land for the purpose of creating a small pitch and football wall.

SAFETY REPORTS

The contract for the weekly inspections, with effect from 1st April 2008, had been awarded to Buchans. They should complete the report sheets and return to the Clerk. This would be checked after a couple of months to make sure this procedure was in progress.

PAVILION MANAGEMENT COMMITTEE

The second committee meeting had taken place before this meeting. Mr Webb was now Chairman . The Pavilion Hire Conditions had been approved and the Clerk was asked to forward these to the Insurance Company. There was a lot of rubbish around the Pavilion area and the Clerk was asked to see if the District Council would clear this. The committee agreed that £50 could be allocated for a one-off clearance.

-Clerk

PARISH PATHS

FOOTPATH 5 –The Clerk had been asked to obtain a quotation to surface about 100metres of the path, originally for inclusion in the Parish Paths applications. Lattenbury Service, who had resurfaced a part of Footpath 6 previously, had quoted £2,120.00 plus VAT. It was stated that this was one of the most difficult paths to pass in winter as it became very muddy. The Clerk was asked to get further quotes.

-Clerk

ASHWELL STRET –Mr White advised that hedging had been removed between Ashwell Stret and Keith Wood. The Farmer had removed this with the excuse it was to get rid of the rabbits. John Cooper, the County Rights of Way Officer, was aware and was pursuing.

FINANCIAL POSITION

As this was the beginning a new financial year, the Clerk advised that for the next meetings she would arrange for a report on expenditure against the budget.

ANY OTHER BUSINESS

There was none.

DATE OF NEXT MEETING

18th June 2008

The Chairman closed the meeting at 8.35pm

**MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 18th June 2008
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

PRESENT:

COMMITTEE: - Mr Webb (Chairman), Mr White, Mr McNulty, Mr Clarke, Mr Timms, Mr Hallett
Mrs Falcini (Parish Council)
Members of the Public: 1

ELECTION OF CHAIRMAN

Mr White, Parish Council Chairman, opened the meeting and asked for nominations for Chairman. Mr Hallett proposed Mr Webb, seconded by Mr McNulty. There were no other nominations. Mr Webb agreed to continue as Chairman.

APOLOGIES FOR ABSENCE

Mr Geraghty

MINUTES OF LAST MEETING

The minutes of the meeting held on Wednesday 9th April 2008, copies previously distributed, were agreed a true record and signed by the Chairman, following amendment to Parish Paths where Footpath 5 should read Footpath 7.

MATTERS ARISING

KNUTSFORD ROAD STREAM –Mr White to pursue with the Environment Agency.

PURCHASE OF ROTARY MOWER –Due to Mr Racher’s resignation as Recreation Groundsman, and the decision of the Parish Council not to appoint another employee, it was agreed that the repair to the existing mower or the purchase of a new mower was not now necessary.

*-Mr
White*

CORRESPONDENCE

PARISH PLAN STEERING GROUP –Marie Munroe had written on behalf of the group about plans to use The Rouses for BMX bikes. She stated this had been an ongoing project and the group had recently been informed that the Parish Council had discussed the possibility of using this piece of land for a small football pitch. She asked to know the position and requested that the Parish Council discuss any possible facilities for the youth with the Parish Plan working groups before entering into any detailed discussions with other parties.

The Chairman advised that County Cllr Mrs Oliver was in the process of speaking to County Farms about using The Rouses for both activities. She was also asking them to look at the possibilities of using some land for allotments. Mr Clarke expressed his concerns over where these activities would go. The Chairman stated that once a decision had been made by County Farms this would be decided. There was little point at this stage making plans for something which might not happen. Mr White stated that pressure needed to be kept on and agreed to urge with Mrs Oliver. Clerk to reply to Ms Munroe.

*-Mr
White &
Clerk*

RECREATION GROUND MAINTENANCE

SOUTH END RECREATION GROUND CONTRACTOR –The Chairman advised that Wayne Dickenson had been asked to carry out some tasks on the Recreation Ground as it was beginning to look untidy. The contract for PC05 had been adapted to include the South End play area cut. Some concerns were raised that the position had not been advertised but it was stressed that the work needed to be carried out immediately to stop the grounds looking untidy. If a tender document was sent out to contractors now, by the time the tenders had been received back and a contractor appointed, the growing season would be over. After further discussion it was proposed by Mr White, seconded by Mr McNulty that Mr Dickerson continue with the maintenance until the 31st March 2008. The specification for PC05 would then be sent out in January 2009 to contractors with a new two year contract to begin on the 1st April. All Councillors in agreement. It was stated that Mr Dickerson would be invited to quote. The Chairman agreed to advise Mr Dickerson of the position and stress he was happy with his work.

*-Mr
Webb*

ADDITIONAL SPORTS AREA –This had been covered under correspondence.

REPLACEMENT OF POST ON KNUTSFORD ROAD –The post was still missing. The Clerk advised that there were three wooden posts in storage, one of these could be used. Members agreed that the Clerk ask Mr Wollaston if he would be prepared to install the post, and authorised expenditure of up to £50. A check would have to take place to ensure there was sufficient room for wheelchair access.

-Clerk

DIP ON FOOTBALL PITCH –The Clerk advised that there had still been no communication from contractors. Buchans Landscapes were aware that a quote was outstanding and the Clerk had reminded Lattenbury Services. The Chairman asked for the contact details and volunteered to chase up. -Clerk

REVIEW TERMS OF REFERENCE

Copies were distributed to the meeting. Amendments were made to include the inclusion of Grasscutting, Recreational Areas and Parish Paths under General Maintenance. A separate heading for the Pavilion including Liaison with the Pavilion Management committee and the removal of Recreation Groundkeeper responsibilities. Under expenditure it was agreed that a maximum of £1,000 per meeting remain but the sum of £1500 expenditure within 2 months be removed.

SAFETY REPORTS

ROSPA Report –The Chairman stated that because a lot of work had been carried out following the 2007 report, the recent report was very good. There were a few items which needed to be looked at and asked for a volunteer to compile a list as for 2007. Mr Hallett volunteered. There had been a suggestion in the report that the Parish Council should have £5 million public liability. This was believed to be the case and the Clerk was asked to confirm. -Clerk

ELBOURN WAY PLAY AREA LITTER BIN –The District Council had advised this would cost £3 per visit to empty. Councillors agreed this. They had also advised that they were reluctant to place a dog waste bin at the site as dogs should not be encouraged to foul where children are playing, due to ill health and eye problems. The Clerk to ask the District Council to include the bin.

PAVILION MANAGEMENT COMMITTEE

The committee had met prior to the Recreation Ground committee meeting. An action outstanding was the clearance of litter from behind the Pavilion. The Clerk reported that she had asked the District Council to quote, and they had advised they were still to assess this and would be in touch.

PARISH PATHS

The Clerk had not yet obtained another quotation for Footpath 7.

Mr Hallett advised that £1400 had been awarded through the PPP grant for this year. On the 12th June he had met with the Rights Of Way Officer, Andrew Stimson. This had been an informative meeting. They had discussed lost highways where any believed lost must be registered under a certain time period. Mr Stimson felt that the quote received for the surfacing of FP7 was excessive and felt should be in the region of £600 -£1000. There was a tree on FP5 which looked as if it could fall down. This would be monitored. The kissing gate on FP13 at the rear of the Village College had two bars missing. This was the responsibility of the landowner and the Chairman and Mrs Falcini agreed to raise this at the next Village College liaison meeting. The permissive path past the clench pit was now part of where there were trees planted. Mr Stimson would look at this. The boundaries were now back in the right places on Ashwell Stret and the farmer had agreed to re-plant the hedge but this was not compulsory. The farmers had requested gates be moved around that area so instead of on the Stret, a gate be put at the bottom of South End. Mr Hallett had expressed his concerns as this would cause difficulty for vehicles turning. There was a rut on Ashwell Stret between Bury Farm and the A1198 but this was considered relatively small. FP11, at the back of The Rouses where the hedges had been grubbed out and burnt, now had a workable path.

-Mrs
Falcini
& Mr
Webb

The Clerk advised that she had been contacted on a number of occasions about the footpaths around Mill Lane and Shedbury Lane where residents were having difficulty getting through with pushchairs. She was unsure who was responsible for cutting these. Mr Hallett agreed to look.

-Mr
Hallett

The Chairman thanked Mr Hallett for his report.

FINANCIAL POSITION

The Clerk was asked to provide a statement against budget for the next meeting.

-Clerk

ANY OTHER BUSINESS

POSTS ON RIVENDELL HOUSE DRIVE –It was advised that the posts were difficult to see and a request for them to be painted white was made. It was also believed some of the posts might need to be replaced as they were rotten. It was stated that they were installed by the original owner of Rivendell House. Mr Clarke agreed to look and see how many needed to be replaced.

-Mr
Clarke

DATE OF NEXT MEETING

13th August 2008

The Chairman closed the meeting at 8.50pm

**MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 13th August 2008
AT THE CHAPEL ROOM, SOUTH END 7.30pm.
(Approved 22/10/08)**

PRESENT:

COMMITTEE: - Mr Webb (Chairman), Mr McNulty, Mr Clarke, Mr Timms, Mr Hallett
Members of the Public: 2

APOLOGIES FOR ABSENCE

Mr Geraghty, Mr White, Mr Freeman

MINUTES OF LAST MEETING

The minutes of the meeting held on Wednesday 10th June 2008, copies previously distributed, were agreed a true record and signed by the Chairman.

MATTERS ARISING

KNUTSFORD ROAD STREAM –The Chairman had found a copy of an agreement between the Parish Council and Anglian Water Authority. This stated that the stream was owned by the Parish Council but Anglian Water would carry out works. It was agreed the Clerk write to Anglian Water to see if they would clear the stream.

-Clerk

POSTS ON RIVENDELL HOUSE DRIVE –Mr Clarke reported that most of the posts were solid but could be given a coat of preservative. He felt it might be difficult to paint them white as they had been creosoted. It was suggested that just the top be painted once the posts had been filled. The committee could purchase extra filler and paint when decorating the Pavilion.

CORRESPONDENCE

There was no correspondence for discussion.

REVIEW OF SPORTS CLUB HIRE FEES

The Chairman advised that the clubs, that used the Pavilion, currently paid £250 per annum. A discussion took place on whether the decision on charges should be made by the Pavilion Management committee and, if so, it would mean a change to the Recreation Ground constitution. The committee then agreed the fees remain at £250 for 2008/09, and a proposal to change the constitution be put on the agenda for a Parish Council meeting in early 2009, to enable the full Parish Council to decide who should set the charges.

RECREATION GROUND MAINTENANCE

The Chairman advised that Mr Dickerson had quoted £90 a visit for a full cut and tidy of the South End play area and recreation ground. Where a full cut was not required, a proportional charge would be made. The specification would be put out to tender in January 2009 for the 2009/2010 contract. Members agreed Mr Dickerson be asked to proceed with the maintenance until April 2009. Chairman to liaise with Mr Dickerson.

-Mr Webb

ADDITIONAL SPORTS AREA –The Chairman advise that approval had been given by County Farms to use the Rouses for an additional small football pitch. They had not given permission for allotments. This was discussed at the July Parish Council meeting where it was agreed a site meeting should be held with the County Farms representative. Mrs Oliver had agreed to arrange. The meeting had not yet been scheduled and the Clerk was asked to urge with Mrs Oliver. The Chairman, Mr Hallett, Mr Clarke and a representative from the football clubs would be advised of the date.

-Clerk

REPLACEMENT OF POST ON KNUTSFORD ROAD –Mr Wollaston had been asked to install the bollard as discussed at the last meeting. This was in hand.

DIP ON FOOTBALL PITCH –Contractors did not seem keen to quote for this work. Mr McNulty suggested he approach Bassingbourn Barracks to see if they would be willing to take on as a project, which was agreed. A discussion took place on the dip and how this could be pointed out to footballers using the pitch. It was suggested that the referee inform the football teams before the game commenced.

-Mr McNulty

SAFETY REPORTS

ROSPA Report –A report listing six items had been prepared to address the concerns of the RoSPA report. As the jobs were too big for the Parish Council volunteers the Clerk was asked to obtain a quotation, from Mr Wollaston, for the next Finance and General Purposes committee meeting. She was

-Clerk

also asked to add the check of the wooden multiplay and overhead bars to the contractor's safety check schedule, as there were signs of rotting on the wooden supports just below ground level. The Chairman thanked Mr Hallett for carrying out some of the repair work.

PAVILION MANAGEMENT COMMITTEE

The Chairman reported that everything was progressing well. He introduced Jim Haigh who had agreed to replace Tom Timms on the committee and to represent the Youth football clubs. He was a resident of Bassingbourn. The Chairman then advised that a light fitting needed to be changed and asked the Clerk for contact details of an electrician. There were some broken roof tiles and the repair was in hand.

PARISH PATHS

Mr Hallett reported that he had investigated the comments made about Footpath 1, Mill Lane. The path was not obstructed when he looked but there was a problem at eye level which he cut back. He advised that this path was not on the grasscutting schedule as there was no grass just shrubbery. It was technically the responsibility of the landowner.

The Village College had agreed to repair the kissing gate, as reported at the last meeting.

The Clerk was asked to chase up quotations for the resurfacing of Footpath 5, off North End.

-Clerk

FINANCIAL POSITION

A breakdown of expenditure against budget was circulated to members.

ANY OTHER BUSINESS

CO-OPTION OF MEMBER –The Chairman asked that Mr Haigh be co-opted onto the Recreation Ground committee to replace Mr Timms. It was agreed this would be an agenda item at the next meeting to be ratified by the full Parish Council.

DATE OF NEXT MEETING

22nd October 2008

The Chairman closed the meeting at 8.15pm

**MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 22nd October 2008
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

PRESENT:

COMMITTEE: - Mr Webb (Chairman), Mr McNulty, Mr Clarke, Mr Haigh, Mr Hallett, Mr Freeman, Mr White, Mr Geraghty

Members of the Public: 0

CO-OPTION OF COMMITTEE MEMBER

It was proposed by the Chairman, seconded by Mr Clarke, that Mr Jim Haigh be co-opted onto the committee. He would replace Mr Timms.

APOLOGIES FOR ABSENCE

There was none received.

MINUTES OF LAST MEETING

The minutes of the meeting held on Wednesday 13th August 2008, copies previously distributed, were agreed a true record and signed by the Chairman, following amendment to Item PARISH PATHS last sentence to read 'The Clerk was asked to chase up quotations for the resurfacing of Footpath 7, off North End'.

MATTERS ARISING

KNUTSFORD ROAD STREAM – A letter had been sent to Anglian Water and a reply received advising the Parish Council to contact the Environment Agency regarding the clearing of the stream. This had been pursued before without success. Members agreed it was too late in the season to clear the stream now but would arrange this in early spring. In the meantime the Chairman agreed to prepare a detailed specification of works so that quotations could be sought. Mr Clarke expressed his concerns over the expenditure. It was stated that this project would be included in the 2009/2010 budget.

*-Mr
Webb*

POSTS ON RIVENDELL HOUSE DRIVE –It was advised that the Pavilion would not be decorated this year and therefore the work on the posts would not take place. It was agreed this be left until the Spring.

FOOTPATH 7 –The Clerk advised that quotations were in hand. There was some difficulty in finding contractors willing to quote for various maintenance jobs in the parish. It was suggested that a database of local contractors be compiled. The Clerk was asked to put this on the agenda for the next Finance and General Purposes committee meeting.

-Clerk

CORRESPONDENCE

There was no correspondence for discussion.

UPDATE ON THE ROUSES

The area of 1.2 acres, offered by County Farms, was discussed. It was believed this was adequate for a junior pitch. The Chairman stated that the area was a lot smaller than he anticipated. Mr Haigh agreed to find out the range of sizes for a junior pitch and suggested land 40metres x 25metres would be adequate. A discussion on the footpath which went diagonally across the land took place. Mr Hallett advised that a gate would have to be left in the fencing.

*-Mr
Haigh*

RECREATION GROUND MAINTENANCE

REPLACEMENT OF POST ON KNUTSFORD ROAD –A post had now been installed.

DIP ON FOOTBALL PITCH –Mr McNulty advised that the army regiment were due back at the Barracks within the next couple of months and he would approach them then to see if they could help.

*-Mr
McNulty*

HORSE CHESTNUT TREE –The District Council Officer, Roz Richardson, had looked at the tree and did not advise the removal of the lower limbs as they would leave large wounds, leaving it exposed and susceptible to infection and decay. She could see no requirement for any works. She did advise that given the trees maturity and location, a condition survey should be undertaken by a competent arboricultural consultant. Members discussed the comments made and agreed major tree work was not required. The Clerk to find out whether Ms Richardson would have any objection to one and a half metres being taken off one branch.

-Clerk

SAFETY REPORTS

The weekly checks on play equipment were being carried out by contractors. Mr Wollaston was in the process of carrying out minor repairs highlighted in the RoSPA report. The Chairman asked the Clerk to let him know once the work was completed so that he could confirm payment of the invoice.

*-Mr
Webb &
Clerk*

PAVILION MANAGEMENT COMMITTEE

The Chairman advised that there was not a lot to report. He thanked both the football teams for keeping the building in good condition.

PARISH PATHS

Mr Hallett reported that he had received complaints that Footpath 12, from the Doctors surgery to the A1198, was overgrown. The Clerk was asked to follow this up with the contractors. He had also been advised that Footpath 18, from Ashwell Street to the A505, was in a similar state. This was not on the parish list. There was also a problem with the permissive footpath by the clunch pit where the farmer had ploughed up too much of the land and part of the footpath had disappeared. Mr Hallett would take a look at the situation before arranging any action.

*-Mr
Hallett
& Clerk*

FINANCIAL POSITION

A breakdown of expenditure against budget was circulated to members. A brief discussion took place on the budget for 2009/2010 and the need for additional funding during the next couple of years to upgrade South End play area.

ANY OTHER BUSINESS

PITCH MARKINGS –Mr Freeman advised that there might be a visit from the Football Association Ground committee and he expressed his concerns over the pitch markings stating that the blue lines clashed with the white. Mr Haigh agreed that the junior team would change the blue lines to red as in previous years.

*-Mr
Haigh*

ROLLING OF PITCH –It was stated that the main pitch and junior pitch by the Pavilion was in need of a roll. There were concerns raised over the possible dangerous condition of the ground later on in the season. The rolling really needed to be carried out once a month. It was advised the cricket club owned a roller and Mr Freeman agreed to liaise with them.

*-Mr
Freeman*

WEBSITE –Mr Hallett advised that he had put the football club fixtures on the website and would be willing to do the same for the cricket club next season.

YOUTH FOOTBALL TRAINING EVENT –Mr Haigh advised that a training event would be held on the Recreation Ground during the half term break. He asked to use the recreation ground and Pavilion which was agreed.

GOALPOST CAPS –The football club were asked about their caps when the junior teams were playing. Mr Freeman advised that the caps kept being taken and suggested alternative markers be put in the holes whilst the junior teams were playing.

DATE OF NEXT MEETING

22nd October 2008

The Chairman closed the meeting at 8.30pm