

**MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 18th February 2009
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

PRESENT:

COMMITTEE: Mr White, Mr Freeman, Mr Clarke, Mr Haigh, Mr Hallett, Mr White, Mr Geraghty
Members of the Public: 1, plus 3 Members of the Parish Council.

In the absence of Mr Webb, Mr White chaired the meeting.

APOLOGIES FOR ABSENCE

Mr Webb

MINUTES OF LAST MEETING

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

MATTERS ARISING

GANG MOWERS –It was reported that the mowers had been sharpened.

CORRESPONDENCE

There was no correspondence for discussion.

UPDATE ON THE ROUSES

County Cllr Mrs Oliver had advised that the next steps relating to this had been held up as Christian Wilson's team (County Farms) was down by a headcount of two at the present time. He was therefore suggesting that he issued a licence allowing the preparatory works and the parish indemnify the County Council should things not proceed. This could be achieved by an exchange of letters. The contract would then be prepared as soon as possible. Members agreed that the agreement needed to be reciprocal as the parish would be spending a considerable amount of public money and should also have protection. Mr White agreed to ask Mrs Oliver to explain this to Mr Wilson.

*-Mr
White*

RECREATION GROUND MAINTENANCE

KNUTSFORD ROAD STREAM –Mr White reported that he had received a letter from the Environment Agency reiterating the letter received from Anglian Water in September 2008. It stated that they were not obliged to undertake any works on the watercourse, but may undertake maintenance works if required for water resources purposes. Riparian landowners were responsible and Mr White was referred to the booklet 'Living in the Edge' which explained riparian rights and duties. Mr Webb was aware of this response and was looking into the legality. Mr Webb was also in the process of preparing a specification and obtaining quotations for the clearance.

*-Mr
Webb*

DIP ON FOOTBALL PITCH – Mr Freeman advised that the dip hadn't become any worse. Mr McNulty was to investigate.

HORSE CHESTNUT TREE –The Clerk had been forwarded an e-mail received from the Tree Officer giving the go-ahead to cut back the branch. She was asked to forward to Mr Freeman.

*-Mr
Freeman*

REFURBISHMENT OF SHED DOORS –Mr Geraghty confirmed he was getting quotations.

REPAIR OF HEDGE FENCING –The Clerk advised that this was in hand.

SOUTH END RECREATION GROUND MAINTENANCE 2009/10

Only one quotation had been received. It was agreed that the decision on contracts be postponed until the next Finance and General Purposes Committee on the 3rd March 2009.

SAFETY REPORTS

The Clerk had received the weekly reports from September 2008 until January 2009. She had advised that the annual RoSPA inspection would take place in April 2009.

PAVILION MANAGEMENT COMMITTEE

A meeting had not been held since the last Recreation Ground committee meeting. There had been damage to the Pavilion caused by a burst pipe. Once the incident had happened the water had been turned off. Two quotations for repair had been received and Mr Webb had arranged for de-humidifiers and been in contact with the insurance company. Mr Geraghty agreed to contact Mr Webb to find out

*-Mr
Geraghty*

the current position and urge the repairs.

PARISH PATHS

The Clerk reported that she had met with another contractor regarding the surfacing of Footpath 7 and was waiting for the quotation.

Mr Hallett then advised that he had made the application to the Parish Paths scheme for £2000 which would be for the path cutting and a contribution towards footpath 7. He was unsure whether the fallen tree on footpath 6 had been removed. He would check. The Clerk confirmed that she had asked the contractors at the time the fallen tree was reported to remove it.

*Mr
Hallett
& Mr
White*

Mr White advised that he had reminded the land agent about the required hedge planting at Ashwell Stret. He would continue to chase.

FINANCIAL POSITION

Mr Hallett advised the committee of the budget allocation for the next financial year. A statement of income and expenditure against the budget would be made from the next meeting.

ANY OTHER BUSINESS

There was none.

DATE OF NEXT MEETING

15th April 2009

The Chairman closed the meeting at 8.10pm

**MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 15th April 2009
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

PRESENT:

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

Members of the Public: 1, plus 2 Members of the Parish Council.

APOLOGIES FOR ABSENCE

Mr Clarke

MINUTES OF LAST MEETING

The minutes of the meeting held on Wednesday 18th February 2009, copies previously distributed, were agreed a true record and signed by the Chairman.

MATTERS ARISING

All points were covered under the agenda items.

CORRESPONDENCE

There was no correspondence for discussion.

UPDATE ON THE ROUSES

The Parish Council had been given a temporary go-ahead but had agreed not to proceed until they were in receipt of the lease which was expected in approximately two weeks. Mr Webb confirmed that he had met with a contractor to discuss the ground clearing, levelling and seeding. He would be looking for another quote. A meeting of the working group would be arranged in the near future. Members of that group were Mr Webb, Mr Haigh, Mr White and Mr Hallett.

RECREATION GROUND MAINTENANCE

KNUTSFORD ROAD STREAM –The Chairman advised that he would obtain quotes for the stream to be cleared later in the year, as the work could not be carried out until then.

DIP ON FOOTBALL PITCH –A discussion took place on whether the committee should form a working party and carry out the work themselves by lifting the turf in the affective football pitch area, adding some topsoil, relaying the turf and rolling with the cricket club roller. It was agreed the best time to carry out this work would be after the end of the football season, the end of May. The committee agreed that before they proceed with this the Chairman would ask one more contractor, Mr Wood, if he was interested in this work. An upper limit of £500 was agreed.

*-Mr
Webb*

Mr Freeman then advised that there was not a lot of grass left at the centre of the pitch. The Clerk was asked to find out from the Recreation Ground contractors if there was a suitable treatment.

-Clerk

HORSE CHESTNUT TREE –The tree had been cut back.

REFURBISHMENT OF SHED DOORS –The Pavilion Management committee had looked at the condition of the doors which had large cracks and holes appearing. They decided that it was not worth spending money on them as they would have to be replaced in the near future. There was also the possibility that they might have to be demolished should plans to extend the Pavilion go ahead.

REPAIR OF HEDGE FENCING –The Chairman advised that the contractors treating the hedge needed to remove the fencing, in order for the treatment to be effective. They would then replace the fence.

WEEKLY SAFETY REPORTS

The weekly inspection reports had highlighted some problems with the equipment which the Chairman had looked at. He confirmed that they were not dangerous and the committee agreed to wait until after the RoSPA report to prepare an action plan. The Clerk advised that she had received complaints about the play area catches. They were constantly being broken. It was suggested that stronger springs could be put on the gates to make them self closing. The committee agreed to wait until after the RoSPA report which was due to be carried out in April.

PAVILION MANAGEMENT COMMITTEE

The Chairman advised that the repairs to the ceiling, following the burst pipe, had been completed. The Pavilion was working well.

PARISH PATHS

Mr Hallett reported that following the last meeting, he had checked to make sure the fallen tree on Footpath 6 had been removed and it had. The Clerk advised that she had now received a second quotation for the surfacing of footpath 7. The two quotations received were for £2120.00 plus VAT and £2683.00 plus VAT. Mr Hallett stated that this was more than had been budgeted for but the path was one of the worse with regard to mud and it was very well used. The committee agreed it would be nice to see the path surfaced and the Clerk was asked to refer this to the next Finance and General Purposes committee for approval.

-Clerk

Mr White agreed to urge the hedge planting on Ashwell Stret.

*-Mr
White*

FINANCIAL POSITION

There had been no expenditure since the end of the financial year on the 31st March 2009.

ANY OTHER BUSINESS

There was none.

DATE OF NEXT MEETING

17th June 2009

The Chairman closed the meeting at 8.05pm

**MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 12th August 2009
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

PRESENT:

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

Mr Bunton (Parish Council)

Members of the Public: 1

APOLOGIES FOR ABSENCE

Mr Freeman

MINUTES OF LAST MEETING

The minutes of the meeting held on Wednesday 15th April 2009, copies previously distributed, were agreed a true record and signed by the Chairman.

MATTERS ARISING

All points were covered under the agenda items.

CORRESPONDENCE

EDWARD JOLLY BOYS FOOTBALL CLUB –An e-mail had been received advising that an adult team were looking for a new pitch in the area. This season there were a total of 10 home games being played at Guilden Morden and they were looking to book a pitch and facilities for the start of the next season August 2010.

The committee discussed the usage of the ground. Mr Geraghty, in his position as president of the football club, stated that the South End ground was being used enough. Mr Haigh added that if the games were played on a Sunday morning they would clash with the youth football teams who were already short of pitches. Mr Hallett advised that the use of the grounds on a Sunday was still less than satisfactorily resolved. The Clerk was asked relay this to the Edward Jolly Boys Football Club.

-Clerk

MR & MRS MONK –Concerns were raised by these Tanyard residents over the behaviour of the cricketers when a ball had gone into their bushes. They had entered the garden without permission looking for their ball.

The Chairman advised that this would be brought up at a cricket committee meeting and the cricketers asked to get permission from the residents before entering their property. Mr McNulty stated that on this occasion the residents did see the cricketers but did not come out of their home. Mr Geraghty then expressed concerns over residents of the Tanyard installing gates and using the recreation ground as an extension to their garden. He added that there was no Right of Way onto the ground. Mr White, the Parish Council Chairman, advised that he had acknowledged the communication and that the cricketers would be asked to show due consideration in future.

UPDATE ON THE ROUSES

Mr Webb advised that the Solicitor had recommended that the point of vehicle access be added to the lease. Verbal permission had been given to use the side through South End but this needed to be written into the lease. Mr Haigh stated that there was no right to the continuance of the lease after the expiry date and expressed concerns that any investment made would be lost. The Chairman advised that this was one of the options for asking for a longer lease of eleven years. The original offer was for five years. Once the contract had been signed Mr Webb would call a meeting of the working group (Mr Clarke, Mr Hallett, Mr Haigh and Mr Bunton) to discuss works required. The Chairman stated that he still had not heard from the contractor who had indicated he was interested in clearing the site. Mr Bunton advised that he had a contact and would pass the details on to the Chairman.

*-Mr
Bunton*

RECREATION GROUND MAINTENANCE

ELBOURN/FORTUNE WAY TREES –The work would be carried out in October 2009.

KNUTSFORD ROAD STREAM –The Chairman confirmed that the stream would be cleared from one end to the other. The contractor believed that two skips would be sufficient to remove the debris but if a further skip was required, meaning further expenditure, the contractor would get the agreement of the Parish Council beforehand. Mr Clarke stated that he felt there was too much debris for two/three skips.

DIP ON FOOTBALL PITCH –This would be looked at again at the end of the next season. The

Chairman would see if the contact passed on by Mr Bunton, was interested in quoting for the work.
PURCHASE OF A REPLACEMENT DOG WASTE BIN –The District Council had advised that as the dog waste bin was on land controlled by the Parish Council, the cost of the replacement would be down to them. They were however able to supply and install a new bin for £173 plus VAT. The Chairman expressed concern at this cost and felt that the purchase of a bin and installation cost through the Parish Council would be cheaper. Councillors agreed the Clerk purchase a bin and arrange installation up to a maximum cost of £173.

-Clerk

WEEKLY SAFETY REPORTS

ROSPA REPORT –The Chairman to compare the RoSPA reports from 2008 and 2009.

PAVILION MANAGEMENT COMMITTEE REPORT

A brief meeting of the committee had been held prior to this meeting. Until a decision on the Pavilion was made, the committee were carrying out minimum maintenance. There had been a problem with the power supply which had now been resolved. Mr Geraghty advised that there was an ongoing problem with the cold tap which could not be turned off. The Chairman confirmed that he had asked a plumber to fix this but in the meantime explained how the tap should be turned. The Clerk to send copies of the invoices relating to the flood damage to the insurance company for reimbursement. The Chairman would let the Clerk know the contact name.

*-Mr
Webb &
Clerk*

Mr Webb produced copies of the Pavilion accounts for information.

PARISH PATHS

There were no problems raised.

INTERNAL AUDIT REPORT REQUEST 2009/10

This would be kept on the agenda so that information could be provided at the next audit.

FINANCIAL POSITION

The Clerk had prepared a report which was handed to members of the committee.

ANY OTHER BUSINESS

RECREATION GROUND HEDGE –It was reported that a tree had been cut down and left on the Recreation Ground which was causing a problem with mowing the ground.

ELBOURN WAY TREES –It was advised that the trees, which were part of the maintenance contract, needed cutting. This job would be added to a list for discussion with the contractors.

SWING CHAINS –The replacement chains had been delivered and arrangements would be put in hand to put them on the swings.

CO-OPTION OF PARISH COUNCILLOR –Mr Bunton had advised that he would like to become a member of this committee. This would be agreed at the Parish Council meeting on the 22nd September.

DATE OF NEXT MEETING

21st October 2009

The Chairman closed the meeting at 8.30pm

**MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 21st October 2009
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

PRESENT:

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

Members of the Public: 0

APOLOGIES FOR ABSENCE

Mr Haigh

MINUTES OF LAST MEETING

The minutes of the meeting held on Wednesday 12th August 2009, copies previously distributed, were agreed a true record and signed by the Chairman.

MATTERS ARISING

RECREATION GROUND ACCESS FROM THE TANYARD –Mr Hallett reported that he had found a section in past Parish Council minutes which gave permission for the residents to install gates for access to the ground.

ELBOURN WAY TREES –A meeting was arranged with Buchans for the 26th October 2009. The cutting of these trees would be discussed then.

CORRESPONDENCE

ARTHUR PEACOCK AND SON –The committee had received an invitation to a demonstration of equipment related to pitch drainage, on the 29th October 2009. Nobody was available to attend.

CLUB HIRE FEES

The Clerk reminded Councillors that at the meeting in 2008 where hire fees were discussed, it was suggested that the Pavilion Management Committee constitution should be changed to allow them to negotiate the fees. A discussion took place on the fees and the payment of invoices. It was agreed that the constitution should remain as it was with the Parish Council setting the fees. It was then proposed by Mr Webb that the fees remain at £250 per club. This was agreed by the committee. Mr Hallett asked that the Pavilion Management Committee be advised of this, which Mr Webb agreed to do at the next meeting.

*-Mr
Webb*

UPDATE ON THE ROUSES

The Chairman advised that he was still to forward a specification for the work to Mr Saggars. He had tried to contact the contractor recommended by Mr Bunton, several times without success. Mr Bunton confirmed that he had spoken to him and he seemed keen to quote. Mr Geraghty stated that he also had a contact who might be interested and he would ask him to contact the Chairman. The Clerk advised that there was no further news from the Solicitor regarding the lease.

*-Mr
Geraghty*

RECREATION GROUND MAINTENANCE

ELBOURN/FORTUNE WAY TREES –The Chairman confirmed that the work had been completed. There was a problem whilst the work was being carried out when the contractor stated he had quoted for the wrong tree. This was resolved and the invoice had been received for payment at the next Finance and General Purposes committee meeting. The Clerk was asked to contact the District Council Tree Officer to arrange for the stumps to be ground out so the ground would be ready for the replacement trees.

-Clerk

KNUTSFORD ROAD STREAM – The Chairman expressed his thanks to Mr Hallett for his involvement with the contractors during his absence. Mr Hallett reported that he had visited the recreation ground on three occasions and the contractors appeared to be making good progress. The contractors were concerned that there was a lot more work to do than advised by their supervisor. The Chairman confirmed that the quotation was very specific with a proper specification. Mr Clarke expressed his concerns again over the amount of work, and the quotation received. He asked for some of the trees to be topped. The Chairman advised that he did have a site meeting with the District Council Tree Officer who agreed that all dead trees and the ivy could be removed. He had not asked for any work to be undertaken on the live trees at this stage. Mr Geraghty suggested the committee wait and see

what the finished project looked like.

Mr Hallett then advised he had found three references to the District Council asking the Parish Council for a contribution towards clearing the stream, in minutes from 1968, 1972 and 1973. The Clerk to copy the minutes to the District Council and ask them for a contribution towards the stream clearing this time. DIP ON FOOTBALL PITCH –This would be looked at again at the end of the next season. The Chairman would see if any contacts were interested in quoting for the work.

-Clerk

PURCHASE OF A REPLACEMENT DOG WASTE BIN –The Clerk reported that she was waiting to hear back from the District Council which type of dog bin they were willing to supply. Mr Hallett stated that the bins should be more robust than the plastic bins originally installed there. He believed the District Council used the same company, Earth Anchor, who had supplied the Parish Council with other dog waste bins in the past. She was urged to find out the position.

-Clerk

REQUEST FOR CHILDRENS SWING IN ELBOURN WAY PLAY AREA –The request had come from a resident. Mr Hallett advised that quite a lot of money was in the budget for youth facilities. This was apart from the funds set aside for the Rouses project. A discussion took place on whether there would be adequate room inside the play area or whether the area may need to be extended. It was stated that the play area was well used and there had not been any additions to the play areas for a while. The committee agreed that the space be investigated by Mr Hallett and the Chairman and details of swings requested from suppliers.

-Mr Webb & Mr Hallett

WEEKLY SAFETY REPORTS

The weekly inspections had highlighted a problem with the spring rocker. It was reported that there were three secure bolts and one of them was loose. This could be caused by corrosion beneath. It was not felt the rocker was unsafe but it needed close monitoring, This could have been the result of older children using the equipment. The Chairman had reported this to the Village College Principal at the recent liaison meeting.

The replacement chains purchased for the swings were too short so they were being exchanged for longer ones. The swings were currently out of action.

ROSPA REPORT –The Chairman had carried out a comparison of the last two reports.

PAVILION MANAGEMENT COMMITTEE REPORT

The committee had met prior to this meeting. A discussion took place on the selling of food and drink from the premises and the risk of salmonella. After discussion it was agreed the Chairman prepare a form for signature by each club to state that the clubs were responsible for ensuring any legislation relating to food hygiene is followed.

-Mr Webb

PARISH PATHS

Mr White advised that he had received a request for a barrier on Ashwell Stret for a gate to be erected beyond the houses on the Melbourn side of the junction with the A1198. It was believed this was beyond the parish boundary and would be in Melbourn parish. Mr White agreed to speak to Melbourn Parish Council.

-Mr White

INTERNAL AUDIT REPORT REQUEST 2009/10

This would be kept on the agenda so that information could be provided at the next audit.

FINANCIAL POSITION

The Clerk had prepared a report which was handed to members of the committee. The insurance claim for the flood damage had been paid. The Chairman advised that to stop this happening again over the winter, the water system would be drained down from the end of the month.

ANY OTHER BUSINESS

ASHWELL STRET HEDGE –Mr White advised that he would remind the owners of the hedge about the planting.

-Mr White

DATE OF NEXT MEETING

7th December 2009

The Chairman closed the meeting at 8.30pm

**MINUTES OF RECREATION GROUND COMMITTEE HELD
WEDNESDAY 9th December 2009
AT THE CHAPEL ROOM, SOUTH END 7.30pm.**

PRESENT:

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

APOLOGIES FOR ABSENCE

None were received.

MINUTES OF LAST MEETING

The minutes of the meeting held on Wednesday 21st October 2009, copies previously distributed, were agreed a true record and signed by the Chairman.

MATTERS ARISING

Matters arising were covered as agenda items.

CORRESPONDENCE

No correspondence had been received.

UPDATE ON THE ROUSES

Mr Webb advised that he still had not heard back from any contractors regarding the groundwork. Mr Bunton stated that he had spoken to North Herts Surfacing who were keen to quote and had asked for some more details which Mr Webb clarified. Mr Geraghty had been asked by some surrounding concerned residents what activity would take place there. They did not want the existing problems with youngsters added to. Members agreed the activity would be kept to a minimum.

The Clerk had spoken to the Solicitor regarding the lease and he had requested a plan of the land adjacent to the Rouses owned by the Parish Council which she had provided. The vehicular access was discussed with Mr Geraghty suggesting a removable barrier. It was stated that at that stage members would need to speak to the emergency services to find out their requirements.

RECREATION GROUND MAINTENANCE

KNUTSFORD ROAD STREAM –The clearance work had been completed. Mr Webb reported that he had a useful meeting with the District Council Tree Officer, Roz Richardson who suggested 30-40 blackthorn and hawthorn shrubs. These would cost in the region of £40 -£50 plus planting costs. Mr Webb asked the committee for approval of this expenditure so that planting could take place in February 2010. The committee agreed. It was suggested that the Conservation Group be asked to assist with the planting.

DIP ON FOOTBALL PITCH –This would be looked at again at the end of the next season. The Chairman would see if any new contacts were interested in quoting for the work.

PURCHASE OF A REPLACEMENT DOG WASTE BIN –This was in hand. The Clerk had chased up with the Environmental Health Office.

SOUTH END RECREATION GROUND GRASSCUTTING 2010 –Mr Webb advised that he had asked for a quote per cut from a village contractor. The Parish Council might not need to hire a tractor for the gang mowers. It was stated that a three point linkage was required because of the frame. Mr Hallett suggested that the contractors from Litlington could be asked. Members agreed that a local contractor would be preferential as it was easier for cuts to be carried out when requested rather than at a regular time. The new contract would need to be commenced from the end of February 2010.

SOUTH END HEDGE –This would be discussed at the next meeting.

APPROVAL OF EXPENDITURE FOR ELBOURN WAY TREE CUTTING –Buchans Landscapes had quoted £385 which was the same price they charged in 2006. Following this cut they had agreed to maintain the trees as part of the maintenance schedule. Members agreed the expenditure be authorised. Clerk to advise.

-Clerk

WEEKLY SAFETY REPORTS

The weekly audit reports were carried out and items highlighted were the same as discussed at the last Recreation Ground committee meeting with the addition of some damage to the wooden ramp on Fortune Way mini adventure course. The Chairman agreed to take a look to see if a repair could be

*-Mr
Webb*

made and make sure the equipment was safe to use.

PAVILION MANAGEMENT COMMITTEE REPORT

The Chairman advised that the taps had now been repaired and there was no longer a drip. A discussion took place on the excessive water rate bill for the Pavilion which the Clerk had queried with Cambridge Water Company. They had requested that the water be turned off and the meter monitored. Councillors at the last Finance and General Purposes committee urged that the Water Company be called out to investigate. Mr Webb had volunteered to meet them.

PARISH PATHS

Mr White had been advised by the Rights of Way Officer that they would not approve the installation of a gate on Ashwell Stret, suggested at the last meeting. The Clerk was asked to urge a revised specification from Buchans Landscapes for the surfacing of Footpath 7 before the application for the PPP grant was made for 2011.

-Clerk

INTERNAL AUDIT REPORT REQUEST 2009/10

Mr Hallett had made some detailed investigations as to the history of the Recreation Ground and explained that the Parish Council needed to show that they were meeting their obligations as Trustees. Most of these were being met but there was a rule about not playing games on a Sunday which was not legally clear. Mr Clarke advised that there had been a rule that if a meeting was held in the Chapel a game should not be played. There was however now a long established procedure of football matches being held. The Chairman and Mr Hallett agreed to meet to look at the original document, summarise and compare the points for agreement of a response at the next meeting.

*-Mr
Hallett
& Mr
Webb*

FINANCIAL POSITION

A report was not available. Clerk to forward by e-mail to members.

-Clerk

ANY OTHER BUSINESS

There was none.

DATE OF NEXT MEETING

17th February 2010

The Chairman closed the meeting at 8.20pm