

HISTON & IMPINGTON RECREATION GROUND MANAGEMENT COMMITTEE

Minutes of meeting held In Recreation Ground Community Room
Monday 25 October 2010 at 7.30pm

Present:

Councillors: N S Davies (Chairman), E Stonham, B S Ing (in part), A S Turnbull,
IPCllr P Nudds (in part)

User-Representatives: Mr Bradshaw (Histon Hornets), Mr Dudley (Tennis), Mr Peck (Cricket)

Groundsman: S C Campin

Clerk/Manager: L M Marsh

Cllr D Marston was absent.

10/60 APOLOGIES FOR ABSENCE

10/60 Cllr Cleaver

10/61 DECLARATIONS OF INTEREST

10/61 Cllr Davies declared a personal interest as a Histon Hornets Manager and Treasurer. Cllr Davies declared a personal interest as a member of Histon Tennis Club and also one of his children is a member of Histon Tennis Club. Cllr Davies also declared a personal interest as Treasurer / Trustee of the Friends of Histon & Impington Recreation Ground.
Mr Dudley declared a personal interest as a Trustee of the Friends of Histon & Impington Recreation Ground.

10/62 MINUTES OF MEETING 6 SEPTEMBER 2010

10/62 Min 10/52.1 Homefield Park - IPCllr Nudds wished reference to response be struck from the minutes as she had not received appendices 8 and 8a. With this amendment the minutes of the meeting 6 September 2010 accepted as a true record and signed by the Chairman.

10/63 MATTERS ARISING

10/63 10/34 Light on bowls green – electrical certificate not yet received
10/38.2 Trade Waste to be investigated. Cllr Nudds in contact with Dist. Cllr Chatfield regarding segregated trade waste.
10/52.2 Homefield Park – agreed tree works ordered
10/53.2 Meeting with Histon Football Club to discuss possible training facilities had taken place. Club representatives requested to write detailing requirements so permission could be considered. No response received to date. Notes of meeting to follow in due course.

10/64 HOMEFIELD PARK

10/64.1 Second quote for tree works had been requested.
10/64.2 Quotes sought for installation of paths and replacement and repairs to fencing. As deadline for receiving quotes had passed, Cllr Turnbull to contact contractors to enquire if interested in quoting. It was hoped that insulation for the standpipe / tap could be included within these works.
10/64.3 Cllr Nudds had received a request from the Guides to plant an Oak tree in the park on 2 November, agreed.

10/65 CLUB MATTERS

10/65.1 Tennis Club. Mr Dudley thanked the committee and Mr Campin for the top dressing of the grass courts.
10/65.2 Histon Hornets. Mr Bradshaw reported car parking problems on 24 October. It was understood that the car park had been used for boot sale visitors and attendees of a Camb

Cricket Board umpire course. It was felt that when courses were held, attendees should park on their site. ECB to be contacted.

10/66 CORRESPONDENCE RECEIVED

10/66 Mail received from Pinders Circus requesting permission to use the recreation ground for a human circus 31st March to 3rd April 2011. It was agreed that the priority at the recreation ground was sport, but suggested the use of Homefield Park. An on-site meeting to be offered to Pinders, charge to be agreed.

10/67 PROJECT UPDATES

- 10/67.1 Car Park and CCTV – Planning application submitted
- 10/67.2 Drainage improvement work now complete. The area at gates on Fieldstead Road would require grass seed once weather permitted. Purchase of verti-drainer – Mr Campin had had one demonstration with further due on 26 October, further update at November meeting.
- 10/67.3 Outdoor Gym and Perimeter Path – meeting with Wicksteed due 27 October, when enquires would also to be made regarding possible trim trail.

10/68 HEALTH & SAFETY

10/68 Meeting to be arranged, to include Cllrs Davies, Cleaver, Mr Campin and the Clerk.

10/69 PLAY AREA PROJECT

- 10/69.1 It was agreed to request the sub-group to look at 'snagging' issues in more detail. Following receipt of quotes to replace the xylophone panel, it was felt that it should be repaired in the first instance and replacement considered if further vandalism occurred.
- 10/69.2 Sail shelter. TCL had provided two options and quotes for remedial works: re-install existing sail shade with 2no longer posts at £2,395.14 or installation of 2no triangular sail shade onto existing posts at £3,303.42. Cllr Stonham suggested that a solution may be to use 'spine collars' and anti-climb paint (above head height) to prevent further incidents of youths climbing onto sail. Cllr Davies to forward these suggestions to TCL for comment.
- 10/69.3 Cllr Nudds reported that the enviro.volunteers had carried out weeding and requested that the paths be weed treated on a regular basis.

10/70 GROUNDSMAN'S REPORT

10/70 Report copied to all, appendix 1. Drainage work complete; 'Rabbit Busters' had attended recreation round; as FJF assistant had completed six months and Mr Campin pointed out that there may be on-going maintenance issues on the play area next spring/summer.

10/71 12 NEW ROAD, IMPINGTON

10/71 Inspection by MS Associates due 28th October. Mr & Mrs Campin to also attend. It was hoped that Mr & Mrs Campin would be able to move in weekend of 13 November (tenancy on 4 Garden Court terminates 24 November). Three carpet quotes had been received and carpets duly ordered.

10/72 SPORTS DEVELOPMENT

10/72 Meeting due 27 October. Website meeting had taken place (inter-linked with sports development). Cllr Ing advised that he had sourced a volunteer to offer a training session for the proposed outdoor gym equipment. Welcome notice at entrance to recreation ground to include map of facilities.

10/73 FINANCE AND ADMINISTRATION

- 10/73.1 Retrospective accounts paid since 6 September 2010. *Cllr Ing declared a prejudicial interest and left the room.*
- B S Ing** reimbursement re stolen hedge trimmer (inc. in insurance claim) **£76.48**
- Mower People Ltd** replace stolen 'Hayter' mower (inc. in insurance claim) **£668.09**
+ vat £116.91 £785.00
- G Whitfield** IIA audit fee **£136.80**
- CamAlarms** half yearly service of fire alarms **£106.50** + vat £18.64 £125.14
- Collier Turf Care** replace stolen battery charger (inc. in insurance claim) **£86.00**
+ vat £15.05 £101.05
- Saffron Insurance** additional premium for new play equipment **£587.19**
- Supplies Team** ink cartridges **£36.44** + vat £6.38 £42.82
- Travis Perkins** sand, emulsion, nuts and bolts **£55.46** + vat £9.70 £65.16
- B J Waller** office keys **£13.90** + vat £2.43 £16.33
- Buckingham & Stanley** **£48.57** + vat £8.49 £57.06
- Broxap** senior goal nets **£97.00** + vat £16.98 £113.98
- L Dewar** recreation centre cleaning (August) **£291.54**
- SK-U Carpentry** third valuation 12 New Road **£15,265.63** + vat £2,671.49 £17,937.12
- Meadow Rental** month 5 – 4 Garden Court **£1,400.00**
- Mower People** replace stolen leaf blower (inc in insurance claim) **£272.34** + vat £47.66 £320.00
- PHS Group** annual 'Duty of Care' certificate **£55.00** + vat £9.63 £64.63
- PRS for Music** annual licence **£41.00** + vat £7.18 £48.18
- Site & Maintenance** repairs to goals **£96.00** + vat £16.80 £112.80
- Rigby Taylor** 'Mascot' R9, liquid and 'breaker' **£563.00** + vat £39.03 £602.03
- Berrycroft Stores** various fertilisers **£286.55** + vat £50.15 £336.70
- Administration M6** **£4,903.25**
- Michael Scott Associates** professional services – 12 New Road – interim payment **£1,500.00**
- N Unwin** grasscutting – Homefield Park (6 cuts) **£168.00**
- N Unwin** grasscutting at recreation ground (43 cuts) **£1,935.00**
- P A Collacott & Co** replace light bulbs and security light **£70.91** + vat £12.41 £83.32
- SCDC** planning application fee for CCTV and car park lighting **£170.00**
- HPC** reimbursement for B/card purchases: stationery, keys for builders, IOG Membership, lock for garage **£222.55**
- Meadow Rental** month 6 – 4 Garden Court **£1,400.00**
- Administration M7** **£4,878.60**
- Ridgeons Ltd** top soil **£36.94** + vat £6.46 £43.40
- L Dewar** recreation centre and reimbursement re light bulbs **£252.12**
- Mower People** repair gang mowers **£514.60** + vat £90.06 £604.66
- Buckingham & Stanley** **£22.40** + vat £3.92 £26.32
- Team Flitwick** **£268.90** + vat £13.45 £282.35
- Munro Building Services** annual planned maintenance contract **£820.00** + vat £143.50 £963.50
- Proposed Cllr Turnbull, seconded Cllr Stonham and agreed that these accounts be accepted.
Cllr Ing returned to the room. *Cllr Davies declared a prejudicial interest regarding payment to R M Davies*
- R M Davies** keyholder charge for 10.10.10 **£12.50**
- Proposed Cllr Turnbull, seconded Cllr Stonham and agreed to accept this payment.
Cllr Davies returned to the room.
- 10/73.2 Accounts paid in 2.9.10 to 12.10.10: ground takings £451.06; recreation centre rent £631.91; sports court income £987.23; Friends H&IRG £500.00 donation; Club Receipts £4,975.00; HPC 2nd half year request £20,444.00; IPC 2nd half year request £17,556.00; Co-ordinator income £299.58
- 10/73.3 Budget comparison for quarter 2 copied to all for information, appendix 2.
- 10/73.4 Clerk's report copied to all, appendix 3. Annual lightening protection rest carried out; outstanding

tree work complete; meeting due with loss adjuster following break-in. A meeting had taken place with PC Crabb, PCSO Martin, IPCllr D Payne, Cllr Davies and Clerk to discuss ASB at the recreation ground. PCSO Martin had had clarification that the grant condition stating open access all times at the play area could be reviewed; it was suggested that signage erected stating that the sail shade is not a climbing apparatus; anti-climb paint to be investigated. In addition it had reported that a car had been broken into on 19 October, bag and mobile telephone stolen, this had been reported to Police.

10/74 RECREATION GROUND STRATEGY 2011 – 2013

10/74 Report had been drafted in August and distributed at previous meeting. Cllr Davies reported that the Community Facilities Review Group had been discussing the possibility of a 'community park' which would include some sports provision to be complementary to the recreation ground. It was proposed Cllr Ing, seconded Cllr Turnbull and agreed to accept the Recreation Ground Strategy as a working document.

10/75 ITEMS FOR NEXT AGENDA

10/75 None requested.

10/76 DATE OF NEXT MEETINGS

10/76.1 Recreation Ground Management meeting, Monday 22 November 2010 at 7pm to agree club charges and budgets for 2011-2012 only. Cllr Davies stated that due to prejudicial interests regarding club charges report, Cllr Ing and Davies would answer any questions regarding the report and then withdraw from the meeting to allow the committee to consider. Cllr Stonham offered to Chair this part of the meeting.

10/76.2 Recreation Ground Committee Half Yearly Meeting, Monday, 29 November 2010 at 7.30pm.

The meeting closed at 8pm

Signed.....

Date.....

DRAFT