

HISTON & IMPINGTON RECREATION GROUND MANAGEMENT COMMITTEE

Minutes of meeting held in the Parish Office
Monday 7 March 2011 at 6.30pm

Present:

Councillors: N S Davies (Chairman), M C Cleaver, D V Marston, E W Stonham, B S Ing, A Turnbull

User-Representatives: Mr Bradshaw (Histon Hornets), Mr Dudley (Tennis), Mr K Franklin (Bowls)

Groundsman: Mr S C Campin

Clerk/Manager: Mrs L M Marsh

111 APOLOGIES FOR ABSENCE

10/111 Mr G Peck (Cricket)

112 CO-OPTION OF USER-REPRESENTATIVE

10/112 Proposed Cllr Cleaver, seconded Cllr Davies and agreed to formally co-opt Mr Keith Franklin (Bowls Club) as a member of Histon & Impington Recreation Ground Management Committee.

113 DECLARATIONS OF INTEREST

10/113 Cllr Davies declared a prejudicial interest as Histon Hornets Treasurer and a Manager. 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. Cllr Davies also declared a personal interest for agenda item 121 (Friends H&IRG newsletter)
Cllr Ing declared a prejudicial interest as Treasurer of Histon Cricket Club. Cllr Ing declared a personal interest as Treasurer / Trustee of the Friends of Histon & Impington Recreation Ground. Cllr Ing also declared prejudicial interests for agenda items 118 (Cricket Club) and 121 (Friends H&IRG)
Mr Dudley declared a personal interest as Trustee of the Friends of Histon & Impington Recreation Ground.

114 MINUTES OF MEETING 24 JANUARY 2011

10/114 Minutes of the meeting 24 January 2011 accepted as a true record and signed by the Chairman.

115 MATTERS ARISING

10/115 10/104.2 Histon Hornets advised of planning procedures. Proposed planning application had been noted by both Parish Councils as joint landowners.
10/104.3 Preservation of water pump on recreation ground to be future agenda item.

116 HOMEFIELD PARK

10/116.1 Cllr Turnbull and Clerk to meet with IPCllr Nudds to discuss proposed tree works. Meeting with Site & Maintenance to be arranged to discuss details and management of installation of paths.

10/116.2 Pinders Circus. Meeting with Pinders representative due 8 March. Cllr Ing reported that completed risk assessment received not adequate and would be discussed at meeting. Point of contact for event to be Cllrs Ing, Turnbull and Nudds.

117 CLUB MATTERS

- 10/117.1 Tennis Club. Club appreciated flexibility in the starting date for the summer season.
- 10/117.2 Bowls Club to clear ditches in preparation for summer season on 16 April.
- 10/117.3 Histon Hornets. Concerns raised with continuing rabbit problems, Mr Campin to investigate professional pest control. Mr Bradshaw reported that HH intended to run additional mini soccer teams next season, meeting to be arranged to discuss arrangements.
- 10/117.4 Cricket Club. It was reported that there would be 3 adult teams and one additional Colts team for the coming season. Quote had been received for storage lockers in two changing rooms required to store junior cricket equipment. The Cricket Club had agreed in principle to undertake fundraising to contribute to lockers and proposed purchase of cricket roller. Friends H&IRG to also be approached.

118 RECREATION GROUND MACHINERY

- 10/118 Report from Cllr Davies copied to all, appendix 1. *Cllr Ing declared a prejudicial interest and left the room.* Third quote for roller had been received £7,695.50 + vat (diesel option), plus delivery. Mr Campin to investigate further before passing opinion on preferred machine. Three quotes held on file for verti-drainer. Proposed Cllr Stonham, seconded Cllr Cleaver and agreed to purchase preferred cricket roller up to maximum cost of £7,895.00 + vat and verti-drainer at cost of £12,500.00 + vat. Cricket Club and Friends H&IRG to consider donations. It was noted that after these proposed purchases approx £4,230 would be available in the replacement fund for 2011/2012. *Cllr Ing returned to the room.*

119 OUTDOOR GYM AND PERIMETER PATH

- 10/119.1 Perimeter path. Delivery to be arranged and path laid week beginning 21st March. 100m markings discussed, Mr Dudley to investigate plastic discs inserted alongside path.
- 10/119.2 Outdoor gym. Cllr Davies to clarify installation date with Wicksteeds. Cllr Ing reported that the local GP surgery were very supportive and Dr Poole had offered to attend official opening. The surgery had also offered to include in their March newsletter and publicise in the waiting room. The official opening for both perimeter path and outdoor gym to take place on 2nd May at midday.
- 10/119.3 Mr Dudley reported that the Tennis Club wished to purchase and install two benches by the MUGA and hardcourt and requested permission from the committee. The Committee agreed and thanked the Club. Noted that a seat/bench plan for whole site required.

120 12 NEW ROAD, IMPINGTON

- 10/120.1 Valuation 6 received from SK-U Carpentry £5,864.89 + vat. MSA had verbally certified this figure. Proposed Cllr Ing, seconded Cllr Cleaver and agreed to pay this invoice once vat rate clarified. MSA will advise Committee of final account once any outstanding issues agreed with SK-U Carpentry. Issues included:
- Damp patch in cupboard
 - Condensation in bathroom
 - Reimbursement of utility costs by contractor
- 10/120.2 Secondary double glazing for bedroom windows. MSA to investigate alternative contractor and obtain quotes; advised would cost in region of £1,250.
- 10/120.3 Final report on project to be presented to Management Committee in the first instance.

121 CORRESPONDENCE

- 10/121.1 *Cllrs Davies and Ing declared prejudicial interests and left the room, Cllr Cleaver took the Chair.* Recreation Ground Newsletter. Mail received from Friends H&IRG requesting contribution of £125 towards annual Spring Newsletter, total cost £425. Proposed Cllr Stonham, seconded Cllr Marston and agreed. Funds to be taken from sport development budget. *Cllrs Davies and Ing returned to the room, Cllr Davies took the Chair.*

- 10/121.2 2012 Jubilee Weekend. Cllr Davies reported that an informal group had been set up to organise events to celebrate the 2012 Diamond Jubilee and Olympics. It was proposed that events would centre around the recreation ground from 1st to 5th June and would include a ball, Brighthouse and Raspberry Brass Band, sports day, Cambridge Crofters, talent show, church service, older persons tea and orchestra. It was hoped to also incorporate the 150th anniversary of Histon Cricket Club. It was proposed that events be organised under the umbrella of Friends H&IRG.

122 CHILDREN'S PLAY AREA

- 10/122.1 Report from meeting with TCLandscapes copied to all. Covering solutions for re-installation of sail shelter, additional 'soft fall' and spare parts for equipment. TCL to re-instate sail shelter at cost of £1,439.18 (previously offered to reinstate at cost of £2,395.14) to include eyelets; strip of anti-climb paint on top of shelter and signage; two bags of 'soft fall'. Reservations noted with regards anti-climb paint but felt that was the only solution to stop children climbing onto sail. Agreed to proceed with remedial works.
- 10/122.2 Cllr Turnbull to investigate Xylaphone repair. Cllr Stonham to look at poor state of Funders notice board.

123 MUGA AND HARDCOURT SURFACES

- 10/123.1 Report from the Clerk copied to all, appendix 2. Cambridge Courts had been requested to visit site following concerns raised by Tennis Club regarding the MUGA carpet. It appears that the carpet is retaining excess water resulting in the playing surface difficult to play. Quotes subsequently received to install drain around affected area, S&M £2,180 + vat to include drain 450mm deep, pipe work, pea shingle and soakaway; Cambridge Courts £650 + vat. Clarification on specification requested from Cambridge Courts. It was agreed that a budget of £800 + vat be allocated for any required remedial works and use power brush on lowest setting to raise pile.
- 10/123.2 Hardcourt to be sprayed with moss killer when weather improves. The holes on the court would require attention before next winter to prevent further damage.

124 PUBLICITY AND PUBLIC RELATIONS

- 10/124 Cllr Stonham reported that the website had been delayed and would be progressed over the next 4 weeks. Article regarding the outdoor gym and perimeter path to be forwarded to H&I Courier.

125 SPORT DEVELOPMENT

- 10/125 Cllr Davies reported that new and reintroduction of activities were planned. It was agreed in principle to fund any necessary sports coaches from the sport development budget.

126 GROUNDSMAN'S REPORT

- 10/126 Groundsman's report copied to all, appendix 3. Included reports on machinery services, repairs to diesel tank and trade waste. Mr Campin felt that additional designated bins around the ground would be the only way to recycle litter, clarity to be sought as to whether contractor would sort recyclable items.

127 FINANCE AND ADMINISTRATION

- 10/127.1 Retrospective accounts paid since 24 January 2011:
- | | |
|--|---------|
| British Gas £632.81 + vat £126.56 | £759.37 |
| H&IRG RAC, MUGA hire IVC and Junior hockey – January £37.50 | |
| Munro Building Services investigations into electrical supply to water heaters £186.07 | |

	+ vat £37.21	£223.28
	Supplies Team ink cartridges £36.44 + vat £7.29	£43.73
	L Dewar Cleaning Services Recreation Centre – January £249.39	
	Site & Maintenance repairs to DERV pump £110.00 + vat £22.00	£132.00
	Berrycroft Stores 2 x bags sulphate of iron £33.88 + vat £6.78	£40.66
	British Telecom office telephone £70.32 + vat £13.93	£84.25
	E-ON £1,034.07 + vat £188.42	£1,222.49
	Travis Perkins sand, marking paint, cable ties £292.82 + vat £58.56	£351.38
	Administration M11 £4,825.30	
	S Campin expenses (combination lock) £15.50	
	Munro Building Services repairs to boiler (loss of pressure, repair leak, replace ball valve £337.87 + vat £67.57	£405.44
	Rob Furlong RAC, hockey coach – Jan/Feb £192.50	
	Rhodri Furlong RAC, hockey coach – Jan/Feb £30.00	
	H&IRG RAC, MUGA hire IVC and Junior hockey – February £37.50	
	Dorclose Ltd additional keys for recreation centre £51.25 + vat £10.25	£61.50
	CamAlarms half yearly service / check £68.00 + vat £13.60	£81.60
	ESPO replacement tea urn £80.00 + vat £16.00	£96.00
	Proposed Cllr Ing, seconded Cllr Cleaver and agreed to accept these accounts.	
10/127.2	Accounts paid in 18.1.11 to 28.2.11: ground takings £519.06; recreation centre rent £439.59; sports court income £5,066.85; Co-ordinator income £627.66; VAT refund £6,160.53; bank interest £96.53; Club receipts £2,725.00	
10/127.3	Clerk's report copied to all, appendix 4. Report covered meetings with TCL, PEM VAT Services, Bowls Club, Orchard Park Community Centre Manager, Wicksteed regarding outdoor gym and Artificial Grass Maintenance regarding MUGA. Planning application re-submitted for CCTV and car park lighting and grant application submitted to BCU Fund.	

128 ITEMS FOR NEXT AGENDA

- 10/128 Formal report on Homefield Park and Recreation Ground water pump to be future agenda items.

Mr Campin, Mr Bradshaw, Mr Dudley and Mr Franklin left the meeting

'In Committee'

129 EMPLOYMENT ISSUES

- 10/129 This item was taken 'In Committee'.

130 DATES OF NEXT MEETINGS

- 10/130 Monday, 28 March 2011, 6.30pm to 7.15pm (additional meeting)
Monday, 23 May 2011 time TBC (now Management Meeting)
Monday, 6th June 2011, 7.30pm – Annual General Meeting

The meeting closed at 7.55pm

Signed.....

Signed.....