

HISTON & IMPINGTON RECREATION GROUND MANAGEMENT COMMITTEE

Minutes of meeting held in the Parish Office
Monday, 23 May 2011 at 6.30pm

Present:

Councillors: N S Davies, M C Cleaver, D V Marston (in part), B S Ing, A Turnbull,
IPCllr P J Nudds (in part)

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

Groundsman: Mr S C Campin

Clerk/Manager: Mrs L M Marsh

143 ELECTION OF CHAIRMAN, VICE-CHAIRMAN AND PROPER OFFICERS

- 11/143.1 Proposed Cllr Ing, seconded Cllr Cleaver, all in favour to elect Cllr Davies as Chairman
11/143.2 Proposed Cllr Davies, seconded Cllr Cleaver, all in favour to elect Cllr Ing as Vice-Chairman
11/143.3 Proposed Cllr Davies, seconded Cllr Cleaver, all in favour to re-appoint Mrs L M Marsh as
Responsible Financial Officer
11/143.4 Proposed Cllr Davies, seconded Cllr Cleaver, all in favour to re-appoint Mr G Whitfield as
Internal Auditor

144 APOLOGIES FOR ABSENCE

- 11/144 Cllr Stonham.

145 DECLARATIONS OF INTEREST

- 11/145 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 Ing declared a prejudicial interest as Treasurer of Histon Cricket Club. Cllr Ing declared
a personal interest as Trustee of the Friends of Histon & Impington Recreation
Ground.

146 MINUTES OF MEETING 28 MARCH 2011

- 11/146 10/132 It was noted that Cllr Ing was a Trustee of Friends of Histon & Impington Recreation
Ground and not Treasurer / Trustee. With this amendment duly noted, minutes of the meeting
28 March 2011 accepted as a true record and signed by the Chairman.

147 MATTERS ARISING

- 11/147 10/117.4 Storage lockers, now completed. Cricket Club to meet to discuss contribution.
10/119.1 Perimeter Path. Work completed. Direction signs and distance markers to be
investigated
10/119.2 Outdoor Gym. Work completed. Equipment being well used. Wicksteed
representative had viewed two pieces of equipment (23 May) following concerns regarding
bolts becoming loose and damage caused by unknown parties. Wicksteed to refer back to
committee.
10/122.1 TCLandscapes. Work carried out 2 April 2011, 'anti-climb' paint and signs yet to be
applied by TCL. Tool to repair Xylaphone to be sourced.
10/135.1 Homefield Park – Pinders Circus. Event had been successful with positive feedback
received from residents.
10/139 Trade waste bin now installed. It was noted that a skip would be required for the
weekend of the Rec Summer Concert and HH Summer Tournament.

148 CLUB MATTERS

- 11/148.1 Histon Hornets. Permanent planning permission granted for tea hut. Reported that tea hut had been broken into twice in past month; had been reported to Police. 80 teams due to take part in summer tournament; condition of ground may be an issue due to lack of rain.
- 11/148.2 Bowls Club. Requested possibility of litter bin being provided within bowls green area. Agreed to purchase once budget identified. Bowls coaching proving popular, possibility of continuing to end of June discussed.
- 11/148.3 Cricket Club. NatWest Cricket Force day had taken place.
- 11/148.4 Under 5's multi-activity proving popular, Cllr Davies reported possibility of EYC holding 'Father and Son' activity.

149 HOMEFIELD PARK

- 11/149.1 Cllr Nudds reported a meeting with Cllr Turnbull to finalise details of the path installation. Cllr Nudds was hoping to utilise existing tarmac at the B1049 entrance, uncovered by the Probation Team. It was hoped that the entrance at Bishop's Way be 'opened up' and it was suggested that Suffolk Housing Society be approached for permission to remove some of the ranch fencing. Cllr Nudds had contacted an artist to discuss ideas for a design for a bespoke gate at Bishop's way, to be funded by a Feast grant. Agreed that Cllrs Nudds and Turnbull to provide sketch plan for the AGM on 6 June, with view to gate being installed before Feast week.
- 11/149.2 Grasscutting. Following advice from existing contractor that he would be unable to cut grass due to machinery failure, it was agreed to accept quote received from Buchans Landscapes at £20 per fortnightly cut.

150 12 NEW ROAD

- 11/150.1 Snagging issues. Site meeting with SK-U due. Two replacement aerials still required, contract to be checked.
- 11/150.2 Glazing. Quote received from Abba Glass to supply and fit secondary acoustic glazing for first floor windows, £1,742.00. Two further quotes to be sought, it was agreed that the Chairman and Clerk be delegated to accept the quote that was best value. It was hoped that this issue would be resolved within 6 weeks.

151 CHILDREN'S PLAY AREA

- 11/151.1 Safety inspection report received, copied to all, appendix 1. Present overall risk rating for play area is medium, noting: *'equipment that fails BS EN 1176:2008 but passed the previous standard BS EN1176:1998 at time of installation should be considered safe (excluding any maintenance issues)'*
- 11/151.2 Wicksteed to provide information on artificial grass for mounds.

152 LANDSCAPING AND SEATING PLAN FOR RECREATION GROUND

- 11/152 Plan to also include litter bins, fencing and signs regarding parking. Meeting arranged for 28 June at 6.30pm, Chair of Friends H&IRG to be invited.

153 CORRESPONDENCE

- 11/153 None received.

154 GROUNDSMAN'S REPORT

- 11/154 Report copied to all, appendix 2. Covering: delivery of verti-drainer; machinery repairs; 'top-up' of drainage trenches; popularity of new gym equipment and length of time required to carry out weekly check – Mr Smith had taken on this task and Mr Campin to monitor time taken –

review at next meeting; report expected regarding advice on remedial works required on MUGA.

155 FINANCE AND ADMINISTRATION

- 11/155.1 To confirm payment of retrospective accounts paid since 28 March 2011, proposed Cllr Ing, seconded Cllr Davies and agreed:
 Payment before 1 April 2011:
British Gas £657.12 + vat £131.42 £788.54
HPC reimbursement re B/Card (MUGA keys) £41.66
G Furlong RAC, hockey coach (August, item not previously reported) £140.00
 Payment after 1 April 2011:
Fiberweb Geosynthetics Ltd additional pins required for perimeter path £600.00 + vat £120.00 £720.00
Administration M1 £5,017.93
Buckingham & Stanley £33.98 + vat £4.98 £38.96
L M Dewar Cleaning Services recreation centre (March) £238.12
Island Fire Protection annual service of fire extinguishers £186.39 + vat £37.28 £223.67
Donarbon annual charge for trade waste bin £429.00 + vat £85.80 £514.80
C M Butcher lockers for changing rooms £584.00
Cambridge Water plc recreation ground rates £180.64
Saffron Insurance tractor insurance premium £532.48
Rhodri Furlong RAC, hockey coach £37.50
Rob Furlong RAC, hockey coach £175.00
Cambridge Water plc Homefield Park rates £13.37
Wicksteed Leisure outdoor gym equipment and surfaces (inc installation) £12,911.00 + vat £2,582.20 £15,493.20
Saffron Insurance annual renewal premium £6,104.25
 (additional premium for new items not yet received)
Buckingham & Stanley £48.05 + vat £9.61 £57.66
Berrycroft Stores seeds and fertilizers £252.78 + vat £50.56 £303.34
H L Hutchinson Ltd 'Rovral' WG, Yara 12-11-18 £773.26 + vat £154.65 £927.91
L M Dewar Cleaning Services recreation centre (April) £224.04
Playsafety Ltd annual inspection of CPA £87.00 + vat £17.40 £104.40
British Telecom office telephone £69.01 + vat £13.80 £82.81
Administration M2 £5,017.93
Rigby Taylor Ltd Mascot R11, Mascot liquid iron, surrey loam £532.20 + vat £33.00 £565.20
P A Collacott & Co PAT and emergency lighting test, check floodlights £180.00 + vat £36.00 £216.00
Travis Perkins top soil, scaffold boards £198.05 + vat £39.61 £237.66
Tomlinson Groundcare purchase of Verti-drainer £12,500.00 + vat £2,500.00 £15,000.00
- 11/155.2 Accounts paid in 1.3.11 to 31.3.11: ground takings £685.42; recreation centre rent £483.34; sports court income £266.69; Histon Hornets electricity reimbursement £8.18; Pinders Circus, Homefield Park £270.83; IPC – 12 New Road £2,709.58
 1.4.11 to 16.5.11: HPC 1st pmt £20,109.50; IPC 1st pmt £16,890.50; bank interest £135.25; ground takings £141.67; recreation centre rent £462.51; sports courts £1,133.34; donations from Friends H&IRG £2,020.00; SCDC grant for perimeter path £4,204.
- 11/155.3 Quarter 4 and actual figures for 2010-11 copied to all for information – appendix 3 and 3a.
- 11/155.4 Clerk's report copied to all, appendix 4. Covering: Planning permission now received for external lighting and poles, with conditions; Internal auditor visit due; PAT testing and emergency lighting tests carried out; Fire Risk Assessment carried out; parking problems for community room user; meeting with VAT advisor; ASB including broken bottles on ground, HH tea hut – broken into and damaged on two occasions (as also reported by HH, see min 148.1), youths had entered community room – litter left and minor damage to light surround.

156 ITEMS FOR FUTURE AGENDA

11/156 None requested.

157 DATES OF NEXT MEETINGS

11/157 Monday, 6th June 2011, 7.30pm – Annual General Meeting
Monday, 6th June 2011, immediately following AGM – Statement of Accounts
Tuesday, 28th June 2011 at 6.30pm

The meeting closed at 7.30pm

Signed.....

Date.....

DRAFT