

**Minutes of Histon & Impington Parish Council Recreation Ground Committee
Recreation Ground Community Room, New Road, Impington
Monday 24 June 2013 at 7.30pm**

Recreation Ground Committee Minutes

Membership: 7 + 2 ex-officio, 4 User-Representatives

Quorum: 3 Parish Councillors

Agenda No:	Present: Cllrs: Neil Davies, Marian Cleaver, John Emmines, Pene Nudds, Edd Stonham, Brian Ing, David Jenkins (ex-officio) Also: Keith Franklin (Bowls), Steve Bradshaw (Histon Hornets) Steve Campin (Groundsman); Clerk/Manager: Lynda Marsh	
R13/017	ELECTION OF CHAIRMAN 2013 – 2014 Proposed Cllr Ing, sec Cllr Stonham all in favour to elect Cllr Davies as Chairman	
R13/018	APOLOGIES FOR ABSENCE Cllr Cooper (personal)	
R13/019 019.1 019.2	CO-OPTION TO COMMITTEE OF FOUR USER-REPRESENTATIVES OF THE MAJOR USER GROUPS Proposed Cllr Stonham, sec Cllr Cleaver and agreed to co-opt Mr Franklin (Bowls Club) and Mr Bradley (Histon Hornets) to committee. As no representatives present from Cricket or Tennis Clubs, agreed to defer co-option to next meeting	
R13/020	MEMBERS DECLARATIONS OF INTEREST To receive declaration of pecuniary interest from Councillors for items on the agenda - Cllr Davies, Director of Histon FC (agenda items 13/022 and 13/029)	
R13/021	TO APPROVE MINUTES OF THE MEETING HELD 29 April 2013 Proposed Cllr Emmines, sec Cllr Stonham and agreed to accept as true record of the meeting held 29 April 2013.	
R13/022	MATTERS ARISING FROM PREVIOUS MEETING 13/005 Banners / Notices. No response received to date from SCDC, to be followed up 13/006.3 Design for entrance now agreed. 13/008 Recreation Ground pump restoration – see Committee Chairman’s report 13/011.2 Chivers Plaque – see Committee Chairman’s report; Committee Structure – meetings arranged 13/013.1 Meeting to be arranged with HFC and Cambs FA – letter sent 13/013.2 Bowls Green fence repairs – 2.4m fence to be ordered 13/013.2 Pest control. Agreement obtained from HFC, works ordered. Copies of public liability insurance and risk assessment requested. Condition of trees along boundary to be monitored.	LM
R13/023	CLUB MATTERS Bowls Club requested purchase of a fire extinguisher for the Club’s wooden pavilion, as some members felt smoking on and around bowls green could be a hazard. Noted mandatory ‘no smoking’ sign displayed in club pavilion. It was agreed to purchase a fire extinguisher for the club pavilion acknowledging there would be on-going maintenance costs. Consideration to be given for an extinguisher for HH tea hut.	LM
R13/024	HOMFIELD PARK Handover report for Environment Committee, including budget for 2023-14 copied to all, appendix 1. The report included a comprehensive plan for changing the western aspect of the park to make more amenable.	
R13/025 025.1	PLAY AREAS Handover report from Environment Committee for South Road and The Green play areas copied to all, appendix 2. Noted that grass cutting, tree and hedges works etc. to remain with environment. It was suggested that a schedule of all play equipment be drawn up to enable a replacement funding plan be put in place. Agreed budgets for	ND/LM

025.2	2013-14 £2,325; specific reserve fund £5,800. It was noted that Friends of H&IRG also have a play equipment fund. The Green. Cllr Emmine reported coach bolt persistently loose on cross climber, Cllr Nudds to provide 'screw lock'. Quote received to paint railings £350; agreed to accept quote providing railings rubbed down thoroughly before painting. Signs now in place.	
025.3	Sail Shelter (Rec Ground) It was agreed further investigation required as to remedial work / type of replacement / design etc.	
R13/026	ACCEPTANCE OF WALKABOUT REPORT Report copied to all, appendix 3.	
026.1	Cllr Ing enquired as to progress regarding storage within pavilion, it was noted no progress to date as no specifications to hand.	
026.2	Cllr Nudds had arranged provisional meeting with SCDC Tree Officer to view all trees within villages including those around bowls green. It was hoped that probation service could clear ivy from trees along tennis courts. Cllr Nudds reported that the 'Big Tree Fund' had been extended to 31.8.13 but match funding would be required; noted recreation ground tree budget for 2013-14 £2,000, alternative funding may be available from Friends H&IRG.	
026.3	Additional seat funded by Friends H&IRG and Dwyer-Joyce 'drainage fund' (as agreed by residents).	
026.4	Permanent storage for goals, flags etc. discussed. Due to HH Girls' football to be played at junior school next season and any new goals to be portable it was felt that there no longer appeared a need for a storage container. Storage area for compost and sand to be considered	
R13/027	COMMITTEE CHAIRMAN'S REPORT Report copied to all, appendix 4. Items covered:	
027.1	Confirmation of Football Foundation goalpost grant award of £3,964. Quotes received: Broxap £8,014; Collier Turfcare £8,657 and Pitchcare £9,467. Balance to be funded by Committee (previously agreed), Histon Hornets and Friends of H&IRG. Proposed Cllr Stonham, sec Cllr Ing and agreed to accept the quote from Broxap. Order to be placed.	LM
027.2	Pump restoration. Cllrs Davies, Cleaver and Nudds had met and a plan was in place. Discussion took place on storage of sand and position of emergency access gates on Fieldstead Road, permission would be required from Chivers if re-positioned. Project cost to be in region of £800, Village Society had agreed to donate £250 and Friends also be asked to assist.	
027.3	Gold Medalist pictures from junior school to be mounted on Rec Centre building; 2012+1 event 30 June – everyone welcome; Chivers Family plaque – meeting to be arranged with Chivers to explore idea; update on current sport and exercise activities.	
R13/028	GROUNDSMAN'S REPORT Report copied to all, appendix 5. Items covered:	
028.1	Success of temporary staff cover; delivery of new mower; possible temporary signage regarding litter and disposable BBQ's which are an increasing problem, Cllr Jenkins would raise at IVC Governors meeting; improved signage required regarding club and public use of grass tennis courts.	
028.2	Pest control – works ordered. Mr Campin felt that due to extent of damage to ground, contractor may be required to refill and re-seed. Mr Campin to investigate costs once pest control commenced, for report at next meeting.	SC
028.3	Additionally Mr Campin reported damaged to MUGA fencing.	
R13/029	CLERK'S REPORT AND ANY OTHER CORRESPONDENCE Report copied to all, appendix 6. Items covered:	
029.1	Additional cleaning for summer season; annual PAT and electrical tests carried out; mail from Cambridge City FC regarding use of ground; replacement plants for sensory border; review of planned preventative maintenance contract; meetings and training attended. All expenditure now reported to full council only.	
029.2	Additional quote received for boiler replacement. Cllr Stonham to review information to hand and make like for like comparison for report and decision at next meeting.	EWS
029.3	Mail received from HFC requesting use of ground for 'HFC Fun Day' archery demonstration and miniature golf activity on 4 August. Mr Campin advised County U14 Cricket match and possible Cambs FA course scheduled for same day. Agreed in	

	principle to accept request – additional information (size of area required, site plan etc.) to be requested along with risk assessments and sight of public liability insurance cover.	
R13/030	CAPITAL PROGRAMME UPDATE AND CONFIRMATION OF BUDGETS Report copied to all, appendix 7.	
030.1	Proposed Cllr Stonham, sec Cllr Emmines and agreed to accept recommended changes to capital budgets to cover shortfalls in mower purchase and goal post replacement project.	
030.2	Updated quotes received for replacement weld mesh fencing along Fieldstead Road: £6,375.00 and £6,775.00. Proposed Cllr Ing, sec Cllr Stonham to accept second quote for 2.4m fencing representing best value from dedicated fence contractor. Re-positioning of emergency gates to be considered if permission granted by Chivers. It was suggested that the existing gates could be re-used at Gatehouse Road allotments.	
R13/031	ITEMS FOR NEXT / FUTURE AGENDAS <ul style="list-style-type: none"> ➤ Policy for event management ➤ Play area management ➤ Lettings policy for BBQ's and ancillary items 	
R13/032	DATE OF NEXT MEETING Monday 5 August 2013 7.30pm	
	Meeting closed: 9pm	

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