

**Minutes of Histon & Impington Parish Council Recreation Ground Committee
Monday 29 April 2013 8pm Following Walkabout of Recreation Ground
Recreation Ground Community Room, New Road, Impington**

Recreation Ground Committee Minutes

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

Quorum: 3 Parish Councillors

Agenda No:	Present: Cllrs: Neil Davies (Chairman), Marian Cleaver, John Emmines, Ian Cooper, Pene Nudds, Edd Stonham, Brian Ing (ex officio), Max Parish (ex-officio) User Representatives: Keith Franklin (Bowls), Greg Peck (Cricket), Steve Bradshaw (Histon Hornets) Steve Campin (Groundsman); Clerk: Lynda Marsh	
R13/001	APOLOGIES FOR ABSENCE Mr Dudley (Tennis Club)	
R13/002	MEMBERS DECLARATIONS OF INTEREST To receive declaration of pecuniary interest from Councillors on items on the agenda - Brian Ing, Deputy Chairman of Cricket Club (agenda item R13/005)	
R13/003	TO APPROVE MINUTES OF THE MEETING HELD 25 February 2013 All in favour to accept as a true record of the meeting, noting revised schedule of meeting dates	
R13/004	MATTERS ARISING FROM PREVIOUS MEETING <u>12/017.1</u> Quinquennial review of grass tennis courts. Tennis Club obtaining advice from LTA and contractors regarding costs before any further progress. <u>12/055</u> Goal post replacement project. Application now with Football Foundation, decision expected in next 3 4 weeks.	
R13/005	SPONSORSHIP BANNERS / NOTICES ➤ <i>Cllr Ing declared pecuniary interest and left the room</i> ➤ Draft policy copies to all, appendix 1. Policy intended to be general guidelines without being prescriptive. Discussion took place on: - permanent notices being of uniform design - banners promoting individual clubs erected for club season only - whether committee to have over-riding decision on size / design - sponsorship banners to be for duration of match / event - suggested that Cricket Club sign be fixed to compound fence for the season; to be followed by Histon Hornets sign for football season - any planning restrictions to be confirmed. Agreed that policy to have caveat for both temporary and permanent signs ' <i>The Recreation Ground Committee reserves the right to decline any banners or notices</i> '. Policy to be review late Autumn.	ND/LM
R13/006 006.1 006.2 006.3	CLUB MATTERS ➤ Histon Hornets – request to hold 5-a-side competition on 16 June. Mr Campin unable to accommodate, but would advise a suitable alternative date. Rabbits continue to be a problem (quote for pest control – see Clerk's report) ➤ Bowls Club – slabs had been pressure washed by club member. ➤ Draft notice for entrance to ground detailing clubs using ground, copied to all. Intended to rationalise number of signs/ notices at ground. Suggested draft be revised using internationally recognised logo's for sports clubs.	
R13/007 007.1 007.2	PLAY AREA ➤ Seat around oak tree. Further quote received from Phoenix Trust. £715 for Scandinavian white wood and £4,730 for hardwood. FOR had agreed to meet cost for circular white wood bench. Concern raised over treatment and durability. Prices to be sought from alternative suppliers for metal, wood and recycled plastic. ➤ Handover procedure for South Road and The Green play areas to recreation ground	

007.3	<p>committee. Agenda item for next meeting. Noted that welcome notice now erected at South Road and that this area is only area within villages that offers space for both children and dog owners.</p> <ul style="list-style-type: none"> ➤ Sail shelter. Quotes received to replace post £1,634.25 + vat and £1,112.00 + vat. Discussion on focal point of play area against practicality of removing sail in adverse weather conditions. Agreed to investigate alternative options for actual sail; possibly mesh or willow canopy. 	Next agenda
R13/008 008.1 008.2	<p>RECREATION GROUND PUMP RESTORATION</p> <ul style="list-style-type: none"> ➤ Agreed to set up working party to look at restoration of the pump, members to be Cllrs Davies, Nudds and Cleaver. Access for work to be via recreation ground, use of double gates only with Chivers permission. ➤ No quote for welding to hand. 	NS/PN/MC
R13/009 009.2	<p>MACHINERY REPLACEMENT</p> <ul style="list-style-type: none"> ➤ Asset schedule and report copied to all, appendix 2. Recommendation: <i>To purchase 36" 'Allett Regal' with diesel engine at a cost of £9,900.00 less sale of 36" Dennis. Total cost therefore £9,066.67, shortfall of £52.67.</i> Mr Campin confirmed that 'Dennis' only available with forward gear. H&S issues noted with regard to fuel storage and regular replacement of older machinery. Proposed Cllr Parish, seconded Cllr Cleaver and all in favour to purchase 36" 'Allett Regal' with diesel engine noting capital budgets to be updated under item R13/014. ➤ Post meeting note: Error in report: part exchange / sale of existing 'Dennis' double counted resulting in new purchase cost (net) of £9,616.67. Shortfall now £602.67, allowed under Clerk's delegation due to seasonal need. 	SC/LM
R13/010 010.1 010.2 010.3 010.4	<p>HOMEFIELD PARK</p> <ul style="list-style-type: none"> ➤ Report from Cllr Nudds copied to all – appendix 3. Requests made to contractors to update quotes to resurface paths; one response received to date. Once all received, agreed to accept lowest quote. ➤ Previously agreed priority 2 tree works to be ordered once permission received from SCDC. Ranch style fencing between Bishop's Way and Hereward Close ordered as previously agreed. ➤ Additional recommendations to form part of handover report for Environment Committee (next meeting due 4 June) ➤ Following success of Pinders Circus, organisers have offered 'circus workshop' and use of tent for fundraising event during next visit. Noted proceeds of raffle to be used to plant tree in the park. 	PN/LM
R13/011 011.1 011.2	<p>COMMITTEE CHAIRMAN'S REPORT</p> <ul style="list-style-type: none"> ➤ Committee Chairman's report for AGM copied to all – appendix 4. Report noted. Suggested that article regarding Friends H&IRG fundraising efforts be submitted for inclusion in newsletter ➤ Chivers Plaque and Committee Structure items deferred to next meeting. 	ND/BI Deferred
R13/012	<p>GROUNDSMAN'S REPORT</p> <ul style="list-style-type: none"> ➤ Covered under R13/009 	
R13/013 013.1 013.2	<p>CLERK'S REPORT AND ANY OTHER CORRESPONDENCE</p> <ul style="list-style-type: none"> ➤ Clerk's report copied to all – appendix 5. Noted parking issues could increase in light of Cambridge City FC's use of HFC ground in coming seasons. Written response received from HFC regarding condition of boundary fence (property of HFC). Suggested meeting be arranged with both HFC and Cambs FA to discuss both issues. ➤ Quotes Received: <ul style="list-style-type: none"> - Repair bowls green fence: quotes for 1.8m 'weld mesh' fencing £1,120.00+vat and £1,100.00+vat. Quotes for 2.4m fencing to be requested. Committee to then be emailed for decision. - Replace fencing along Fieldstead Road: quotes for 1.8m 'weld mesh' fencing £5,000.00+vat and £6,281.00+vat. Confirmation required on whether removal of concrete posts included. Quotes for 2.4m fencing to be requested. - Replace vertical blinds in community room: £680.72+vat. Second quote to be 	Next agenda LM LM

013.4	<p>sought.</p> <ul style="list-style-type: none"> - Wireless CCTV at HH tea hut: previous estimate received £700-800 assuming cables can be run to power source. Further enquiries to be made. - Pest control: £20.00 per hour, minimum 10-12 hours over 4 visits = £240 followed by 4 hours per month for stage 2, then review. Agreed to accept the recommendations and quote once agreement obtained from HFC (as source of problem on HFC land) - Boiler replacement and annual planned maintenance contract – deferred 	LM
013.5	<ul style="list-style-type: none"> ➤ Request received from Cambridge City FC for use of ground for reserve team for seasons 2013-14 and 2014-15. It was felt that due to pitch use already at capacity, the ground would be unable to accommodate an additional team as it would at the expense of an existing user. ➤ Request received from Friends H&IRG to hold 2012+1 event, 30 June. Noted a TENS licence to be applied for. Agreed. 	Next agenda
R13/014	<p>FINANCE REPORT</p> <ul style="list-style-type: none"> ➤ Report provided to all – appendix 6. Proposed Cllr Cleaver, seconded Cllr Ing and agreed to accept report detailing retrospective accounts and amounts paid in. ➤ Capital programme update and budgets. Noted 7% reduction in request, budgets to be confirmed at next meeting. 	Next agenda
R13/015	<p>ITEMS FOR NEXT / FUTURE AGENDAS</p> <ul style="list-style-type: none"> ➤ Acceptance of Walkabout report ➤ Handover of equipped play areas from Environment Committee ➤ Handover of Homefield Park to Environment Committee ➤ Chivers plaque ➤ Meeting TBA with Cambs FA and HFC ➤ Boiler replacement ➤ Capital programme update and confirmation of budgets ➤ Policy for event management ➤ Landscaping / tree survey ➤ Play area management ➤ Lettings policy for BBQ's and ancillary items ➤ 	
R13/016	<p>DATE OF NEXT MEETING Monday 24 June 2013 7.30 pm</p> <p>Revised scheduled dates of future meetings for 2013: Monday, 5 August Monday, 30 September Monday, 25 November</p>	
	<p>Meeting Closed: 9.50pm</p>	