

Minutes of Histon & Impington Parish Council Recreation Committee
Recreation Ground Community Room, New Road, Impington
Tuesday 8 July 2014 at 7.30pm

Recreation Committee Minutes

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

Quorum: 3 Parish Councillors

Agenda No:	Present: Cllrs Kevin Andrews, Marian Cleaver, Neil Davies, Brian Ing, David Jenkins (ex-officio) Also: Mr Bradshaw (Histon Hornets), Mr Peck (Cricket) Steve Campin (Groundsman), Lynda Marsh (Clerk/Manager)	
R14/017	ELECTION OF COMMITTEE CHAIR 2014 – 2015 Proposed Cllr Ing, seconded Cllr Jenkins all in favour and agreed to elect Cllr Davies Cllr Davies welcomed Cllr Andrews to the Committee.	
R14/018	APOLOGIES FOR ABSENCE Cllr Stonham (personal), Mr Dudley, Tennis (personal), Mr Franklin, Bowls (personal) Cllr Wood was absent.	
R14//019	CO-OPTION TO COMMITTEE OF FOUR USER-REPRESENTATIVES OF THE MAJOR USER GROUPS Proposed Cllr Jenkins, seconded Cllr Davies and agreed to co-opt Mr Peck (Cricket Club) and Mr Bradley (Histon Hornets) to committee. Agreed to defer co-option of Bowls and Tennis members to next meeting. Cllr Jenkins suggested inclusion of a representative from the exercise groups; terms of reference would require review.	
R14/020	MEMBERS DECLARATIONS OF INTEREST To receive declaration of pecuniary interest from Councillors for items on the agenda None received. Cllr Davies wished it to be noted that he is no longer a Director of Histon Football Club or Treasurer for Histon Hornets.	
R14/021	TO APPROVE MINUTES OF THE MEETING HELD 1 APRIL 2014 Proposed Cllr Cleaver, sec Cllr Ing and agreed to accept as a true record of the meeting.	
R14/022	MATTERS ARISING <u>Actions List</u> provided to all (Appx. 1) <u>13/049</u> Meeting TBA with HFC to also include Holdings Company representatives <u>13/049</u> Policy for Event Management. Cllr Davies and Mr Campin to meet and produce policy for next meeting. <u>13/056</u> Play Area policy for management. Cllr Andrews to liaise with Clerk.	NSD/JDJ NSD/SC KA/LMM
R14/023 023.1 023.2	CLUB MATTERS Cricket Club. Mr Peck reported that club were looking into funding opportunities for new nets, acknowledging that the club would also need to raise funds. Histon Hornets. Cllr Davies, Mr Campin and Clerk had met with HH reps prior to meeting to discuss pitch requirements. Club now had some 25 / 26 teams with 21 teams playing Saturday fixtures, which could not all be accommodated at the recreation ground. The Club were looking at alternative pitch options which may prove costly to the Club. Report to be produced on number of players, games played, pitch requirements, costs etc. for September meeting. Mr Campin suggested that any request to Cambs FA to allow some fixtures to be played on Sunday may be more favourably considered if supported by the Parish Council, along with any neighbouring Councils.	
R14/024	IMPLEMENTATION OF FENCING PROJECT Report provided to all (Appx. 2). Cllr Davies summarised issues with regards pest control and security. Recommended amendments to previous proposal: ➢ Increase height of fence along CGB to 1.8m ➢ 1.8m fencing in two 50m lengths either end of bottom ditch	

	<ul style="list-style-type: none"> ➤ Quotes to be obtained for ditch clearance from mid-point to Fieldstead Road <p>Refreshed tender quotes to be obtained from contractors who had previously quoted in October 2013. It was hoped that works could commence in September. Meeting to be called once refreshed quotes received, noting that there be increased costs.</p>	SC LMM
R14/025 025.1 025.2 025.3	<p>PLAY AREAS REPORT</p> <p>Report provided to all (Appx. 3). Annual inspection had been carried out on all play areas, reports held on file and available for inspection.</p> <p>Recreation Ground. Overall risk assessment 'moderate risk'. Issues to note:</p> <ul style="list-style-type: none"> ➤ Timber items to be monitored for rot; particularly shelter posts ➤ Tractor slide (moderate risk item). Repairs required to safety surface; parts of steel on platform have corroded excessively and metal perforated in places; quotes being sought from Site & Maintenance as probably will need welding. ➤ Levels of cushionfall fallen below recommended 200mm; ordered from Giffords Recycling £325.00+vat <p>Following incident of cricket ball entering play area concerns raised from resident. Advice received from Play Inspection Co and Came & Co insurers detailed in report. It was confirmed that Cricket Club had sufficient public liability insurance (£5m). The meeting felt that potential for accidents were the same for whole ground and noted that there was no requirement to provide netting. Agreed no further action.</p> <p>South Road. Overall risk assessment 'low risk'. No items of particular concern.</p> <p>The Green. Overall risk assessment 'low risk'. No items of particular concern.</p>	
R14/026	<p>TREE WORKS</p> <p>Quote received to carry out all recommended tree works, additional quotes to be sought. Cllr Ing proposed that the work be awarded to the best tender within agreed budget, agreed.</p>	LMM
R14/027	<p>COMMITTEE CHAIRMAN'S REPORT</p> <p>Report provided to all (Appx. 4) covering:</p> <ul style="list-style-type: none"> ➤ Community public access defibrillator (CPAD). Cllr Davies reported that this was now operational. Free training session arranged for 18 September to include CPR; Clubs invited to nominate representatives to attend (max.12 spaces). Costs to hold additional session to be investigated. ➤ Recreation Ground Emergency Service Information. Noted this was already available, additional notices to be considered. ➤ Litter problem. Additional litter bins ordered. ➤ Car parking issues / HFC &HFC Holdings Ltd. Some progress made with request to hospital; no progress with HFC, meeting to be arranged. ➤ All weather tennis court project. Light spillage information now received, pre-planning advice to be sought. ➤ IVC. Meeting held in April with Sports Centre Manager and College Bursar, agreed to hold regular meetings. ➤ Support for Groundsman. Acknowledged that adequate cover has not been provided in past and only dealt with on temporary basis. Long term solution required. Cllr Ing would contact West Anglia College to make enquiries with regards apprenticeships. 	
R14/028	<p>GROUNDSMAN'S REPORT</p> <p>Report copied to all (Appx.5)</p> <p>Litter continues to be a problem, bins ordered. Walkers have helped litter pick. Signage to be agreed; suggested that schools may be encouraged to design signs.</p>	
R14/029 029.1 029.2	<p>CLERK'S REPORT AND CORRESPONDENCE</p> <p>Report copied to all (Appx. 6)</p> <p>029.1 Quotes received for timber store following refusal of planning application for storage building. Timbergarden £2,337.00+vat; Greens of Mepal £2,380.00+vat; Leisure Buildings (online company) £2,264.00+vat. Proposed Cllr Ing, sec Cllr Andrews to accept quote from Timbergarden, noting 8 week lead time.</p> <p>029.2 Hardcourt surface. 'Aco' drain now installed. Quotes received to professionally clean: Blakedown £615.00+vat; HC Courts £500.00+vat. It had been agreed (min R14/012.1) to accept quote from HC Courts to rejuvenate MUGA surface and HC Courts advised that if both courts can be attended to on same day, would be able to deep clean</p>	

029.3	hardcourt for £300.00+vat. Proposed Cllr Ing, sec Cllr Andrews and agreed to accept quote from HC Courts.	
029.4	Website availability calendar progressed; to be published on rec website. Further discussion due at Communication & Engagement meeting 10 July. Letter received from HFC Holdings Ltd regarding parking and access. Cllr Jenkins to progress meeting, Clerk and Cllr Jenkins to draft response.	JDJ/LMM
R14/030	TO RECEIVE FINANCE REPORT Quarter 1 budget provided to all (Appx. 7). Report noted.	
R14/031	TO DISCUSS FULL COUNCIL MINUTE 14/008 Feedback provided to all (Appx. 8) Cllr Davies suggested that discussion be deferred to next meeting as some items will have been completed. Noted storage would assist HH Managers but no further storage containers would be permitted on site by SCDC.	
R14/032	ITEMS FOR NEXT AGENDA See Actions List R14/004 Planned Maintenance for Recreation Centre	
R14/033	DATE OF NEXT MEETING Proposed Monday, 22 September 2014 at 7.30pm	
	Meeting closed at 8.55pm	

DRAFT