

Minutes of the Leisure and Recreation Committee – 28th September 2009
Held at The Brockeridge Centre, Woodend Road, Frampton Cotterell

Present: Mrs P Bashford (Chairman), Mr T Clothier, Mr D Hockey, Mrs S Tubey and Mr R Underhill

Apologies: Mr D Manfield, Mr B Thomson and Mrs J Rowan and Mrs Z Williams (Clerk)

248 Emergency Evacuation Procedure

The Chairman drew attention to the emergency evacuation procedure.

249 Declarations of Interest under the Local Government Act 1972

- Cllr D Hockey declared that the participation of those Parish Councillors who are also members of South Gloucestershire District Council in both the debate and any subsequent vote on matters contained in the agenda was on the basis that the views expressed were preliminary views taking account of the information currently available to the Parish Council. Parish Council members who are also District Councillors reserved their final views until they were in full possession of all relevant information both for and against.

- Cllr Clothier declared an interest as a member of the Over 50s Club.

250 Confirmation of Minutes

Following a proposal from Cllr Cllr Underhill, seconded by Cllr D Hockey it was:

RESOLVED: That the minutes of the Leisure and Recreation Committee Meeting of 6th July 2009 be confirmed and signed.

251 Matters Arising from the Minutes

a Min 231 RoSPA – notes of Inspections undertaken on 5th August 2009

RESOLVED to recommend:

Ridings Road

- A grant may be available to fund the fencing around the play area and signage. The Assistant Clerk to make enquiries re: funding available with Tina Rainey, Open Spaces SGC.
- Any fencing to be galvanised metal to match existing fencing already in situ in the village.
- To ensure all items, agreed to be monitored, be added to the weekly check sheets.
- To Request a quotation from the Handyman to repair the surface at the base of the slide.
- To gain advice/recommendations from Sutcliffe Play and Wicksteeds with regard to the base of the roundabout.

b Min 234(g) 1st and 2nd Priority works to the Pavilion and Cricket Pavilion.

Following a proposal by Cllr Clothier, seconded by Cllr Underhill it was:

RESOLVED to recommend:

- To accept the quotation from BB Roofing Ltd in the amount of £1,300.
- To request that the work commences within a month.
- To state that any other work needed must be agreed with prior notice only.
- Cllr Clothier to provide a drawing for metal guards to be fitted to the drain pipes.
- To request a quotation for the guards to be made and fitted.
- To let the Handyman know that it will not be necessary for him to carry out repairs to the roof as this falls within the main roof specification for works.

c 237 (b) *Update on Risk Assessing Courses*

Cllr D Hockey reported that the course had been an overview of Council responsibilities. Although it had been helpful in defining areas of responsibility, it was not specific enough and provided no certification.

Cllr Hendy has passed on details of courses to Cllr D Hockey, The Clerk and the Deputy Clerk for their consideration.

Cllr Mrs Tubey advised that Mark Williams at Yate Town Council is qualified in risk assessing and may be able to help with identifying courses.

RESOLVED to recommend:

- The Parish Council identifies a suitable course that provides certification for staff and councillors to attend.
- Cllr D Hockey to report to Council with information when sought.

ACTION CLLR D HOCKEY

d *Min 245 (a) Update on Tree Wardens*

A response had been received from Mrs Western, indicating that she cannot take up the roll of Tree Warden for the Parish.

RESOLVED to recommend:

- To ask Mrs Dunford of Village Action if there is anyone who would be interested in taking this role.
- To ask Mrs Slate, Rectory Road if she would be willing to take on the role.

252 Consideration of full cover for the Caretaker/Groundsman's Annual Leave

RESOLVED to recommend:

- To add this to the next Park Sports Consultative Committee Agenda.
- To inform the Cricket Club that during the Caretaker/Groundsman's annual leave the Club will be responsible for cleaning the Cricket Pavilion.

253 Mill Lane Allotments Report

a *Completed repairs to the entrance wall of the Allotment Car Park*

It was reported that the works were now complete and that the invoice was settled on 14th September 2009.

Following a proposal by Cllr Clothier, seconded by Cllr Underhill it was:

RESOLVED to recommend:

- To vire monies from the 'stonewall, The Park' budget to fund these works.
- To add a sum for stonewalling works to the Mill Lane a stonewall budget.

254 Park Sports Consultative Committee Report of 3rd September 2009

a *Consideration of material/content of signage of the pavilion*

It was agreed to use the material 'Dia-Bond' for the sign and it was:

RESOLVED to recommend:

- To inform the Cricket Club that SGC may be able to turn their emblem into a format that can be accepted by the sign company.
- To contact Sandra Weekes in the design and print department.
- That the sign read the following:

*'Frampton Cotterell Parish Council
The Park, Home of
Frampton Cotterell Rugby Club
Frampton Rangers Football Club
Frampton Athletic Football Club
Frampton Cotterell Cricket Club
BS36.....'*

- To enquire with the Post Office what the official postcode is for the Pavilion.
- To include each Club's emblem on the sign.
- To enquire with SGC if any grants are available to help with the production of the sign.
- To gain a quotation for the sign.

b Min 82 Grasscutting Specification

Following the Cricket Club's queries with the specification it was agreed to:

RESOLVE to recommend:

- To check with SGC that 25mm is the shortest cut they can provide and that it is in line with other Parish outfield cuts.
- To inform the Cricket Club that they were one of the members who agreed to the specification in the first place.

c Min 84 Request to hold a Tournament in 2010

RESOLVED to recommend:

- That this request be granted.
- To inform the football club that they will be responsible for disposing of all the rubbish generated at the tournament.
- To inform them also that the Parish Council will provide re-cycling boxes as they did this year.

d Min 85 Update of the provision of lights that detect movement

RESOLVED to recommend:

- To make enquiries with Jane Thompson, Snr Environmental Co-ordinator, SGC as to whether any funding would be available for this.
- To ask for any advice SGC could give to help the Parish Council to save money.
- To supply all Club's details and details of current electricity bills etc.

e Min 85 Automated water controls to the showers

RESOLVED to recommend:

- To repeat steps in *Min 254 (d)*

f Min 85 Provision of lights to the south elevation of the Pavilion for training purposes

The committee discussed this and

RESOLVED to recommend:

- To add this item to the next Park Sports Consultative Committee agenda.
- To inform the Clubs that they will need to seek funding to enable this to go forward.
- To advise the Clubs to contact Paula Meeks or Usha Kumar at SGC and enquire about any funding available.
- To inform the Clubs that the Parish Council is happy to then investigate the planning side of this.
- Cllr P Hockey to advise on planning enquiries.

ACTION CLLR D HOCKEY

g *Min 86 Request for Handyman to repair damage to benches in the Tennis Courts*

RESOLVED to recommend:

- To request the Handyman provides a quotation for the repairs.
- The Handyman to advise the Parish Council if they are not repairable.

h *Min 87 Request for handyman to re-clip drainpipes*

RESOLVED to recommend:

- To ask the contractor replacing some of the drain pipes to undertake this work.

255 Tennis Court Working Group – next meeting

RESOLVED:

- The Assistant Clerk to provide a date convenient to all members of the group and arrange a meeting.

256 Consideration of permanent barbeque structures

Cllr Mrs Tubey informed the committee of the structures previously used by Yate Town Council, which consisted of oil drums half filled with cement sunken into the ground. She agreed to make enquiries and find out if there is one the committee can look at.

Cllr Clothier offered to donate one oil drum to the Parish Council.

RESOLVED to recommend:

- Cllr Tubey to report back to the committee with information on the aforementioned.
- To add this to the next agenda.

ACTION CLLR MRS TUBEY

257 Centenary Field Report

a *Consideration of quotation for year three of the Five-Year Tree Plan*

The Committee acknowledged the budget for this was £1,500.

Following a proposal by Cllr Clothier, seconded by Cllr Mrs Tubey it was:

RESOLVED to recommend:

- To accept the quotation from JR Williams Tree Care in the amount of £1,360

b *Grasscutting Schedule*

Cllr Mrs Tubey asked if the Meadow was due to be cut soon as per the specification, as it was looking unkempt.

RESOLVED:

- To make immediate enquiries into this with Landscape Services (South West)

258 The Park Report

a *Report of flooding in the car park*

It had been reported that the car park flooded quite quickly during a heavy downpour recently and the excess water was draining off into The Park as opposed to the drains.

RESOLVED to recommend:

- To ask the Caretaker/Groundsman to clear the drains in front of the Pavilion.
- Cllr Clothier agreed to lend his rods and help the Caretaker if needed.
- To add this to the next agenda.

Thanks were passed to Cllr Clothier for his help.

259 The Park, Hedge and Tree Maintenance Plan

The Committee acknowledged the budget for the plan was £1,500.

RESOLVED to recommend:

- To seek three quotations for the work to be drawn up.
- To add to the request that members of the L and R Committee wish to walk The Park with each contractor.

260 Beesmoor Road Report

a Minutes of the Frampton Cotterell Playing Fields Committee AGM – 18th August 2009

These were noted.

261 Correspondence Received

a Results of Village Action's Youth Questionnaire

The committee had received copies of the questionnaire.

Following a proposal by Cllr D Hockey, seconded by Cllr Mrs Tubey it was:

RESOLVED to recommend:

- To write to Village Action asking it to present its findings, to the Parish Council, in the New Year.
- To ask how long Village Action would need set aside for the presentation.

b Email Request from Village Action

The Committee discussed the request and

RESOLVED to recommend:

- To write to Village Action as above.

c Email Request from PC Matthews

A request had been made for the use of the Parish Council meeting room at the Pavilion to be used as a base.

Following a proposal by Cllr D Hockey, seconded by Cllr Mrs Tubey it was:

RESOLVED to recommend:

- That the Parish Council support this idea.
- That the Parish Council looks into the feasibility of it.

d Email from a Parishioner re: damage to the stile at The Park

It had been reported that the top bar had been removed from the stile and left in the parishioner's garden.

RESOLVED to recommend:

- To ask the parishioner if he would consider talking to people using the stile, whether they feel an alternative to the design of the stile is needed.
- Cllr D Hockey to talk to residents opposite the stile.
- To monitor the stonewall to the right of the stile which appears to be damaged.
- To add this to the next agenda.

ACTION CLLR D HOCKEY

e Extractor fan in the shower room at the Pavilion

It was reported that various items were found within the fan including razor blades, which had contributed to it breaking down. The electrician advised that the fan will need replacing in two years time.

RESOLVED to recommend:

- That it be added to L & R's annual calendar.
- That the cost be met from the Pavilion Maintenance budget.

262 Any Other Business

The Chairman reported having left St. Peter's Hall in the dark that there was insufficient lighting in the car park to ensure a safe path back to her car.

This was noted.

263 Date of Next Meeting

MONDAY 9TH NOVEMBER 2009 AT 7.45 PM AT THE BROCKERIDGE CENTRE