

Minutes of the Leisure and Recreation Committee-8th June 2009
Held at The Brokeridge Centre, Woodend Road, Frampton Cotterell

Present: Mrs P Bashford (Chairman), Mr B Hendy, Ms S Kitching (*part*), Mrs J Rowan and Mr B Thomson

Also Present: Mr S Buckley (Secretary of Frampton Cotterell Rugby Club)

Apologies: Mr T Clothier, Mrs S Tubey and Mr R Underhill

222 Emergency Evacuation Procedure

The Chairman drew attention to the emergency evacuation procedure.

223 Election of Vice-Chairman

Although Cllr Clothier was not in attendance he had indicated his willingness to become Vic-Chairman for the ensuing year.

Following a proposal by Cllr Kitching, seconded by Cllr Thomson it was:

RESOLVED:

- Cllr Clothier be Vice-Chairman

224 Declarations of Interest under the Local Government Act 1972

- Cllr Hendy declared a personal interest as an allotment holder.

225 Request from Frampton Cotterell Rugby Club to carry out works in the Changing Rooms

Cllr Mrs Rowan explained the following:

- The Rugby Club have secured funding in the amount of £5000
- The Club were requesting to use some of the money to enhance the changing room area.
- The funding was from The Royal Bank of Scotland.
- In compliance with the funding, work would need to be carried out over the weekend of 13th and 14th June.
- Money would also be spent within Crossbow House on decoration and improvements made in the garage, which it shares with Frampton Rangers Football Club.

Mr Buckley explained to the committee:

- The Club would like to fit water saving 'push button' controls to the shower system.
- To paint the inside of the changing rooms.
- To fit pir lights, which would be wired into the existing switches and detect motion this work would be certified by a qualified electrician.
- A qualified first aider would be on site.
- A risk assessment of the work to be carried out would not be necessary.

Following a proposal by Cllr Mrs Rowan, seconded by Cllr Thomson it was:

RESOLVED to recommend:

- That Cllrs Mrs Rowan, Mrs Bashford and Cllr Thomson make a Chairmen's decision to agree to this, taking into account the tight time schedule.

Mr Buckley confirmed that on Saturday 13th June at 10.30 am the Royal Bank of Scotland would be presenting the Club with the cheque and the press will also be in attendance. Also the Rugby Football Union would be there to award the Club its accreditation. Mr Buckley invited members of the Council to attend if they wished.

The Chairman thanked the members of the Rugby Club for attending.

226 Confirmation of Minutes of 20th April 2009

Following a proposal by Cllr Mrs Rowan seconded by Cllr B Thomson it was:

RESOLVED: That the minutes of the Leisure and Recreation Committee Meeting of 9th March 2009 be confirmed and signed.

The Committee requested that in future if amendments are made at full Council that the minutes of the committee meetings are re-issued.

227 Confirmation of Minutes of 11th May 2009

Following a proposal by Cllr Mrs Rowan seconded by Cllr B Hendy it was:

RESOLVED: That the minutes of the Leisure and Recreation Committee Meeting of 11th May 2009 be confirmed and signed

228 Matters Arising from the Minutes

a *Min 202(a) Broken window at the Pavilion*

It was reported that the window had now been replaced but that the invoice had not yet been received.

This was noted.

b *Current Access Arrangements of the Tennis Courts*

It was reported that the gates had been fixed but that the Handyman had confirmed that if the lock were to break again that it was highly likely the barrel would need replacing.

Cllr Mrs Rowan asked that a small working group be established to consider the usage of the tennis courts as soon as possible.

Following a proposal by Cllr Mrs Rowan, seconded by Cllr Thomson it was:

RESOLVED to recommend:

- That if the lock on the gate does break that a Chairmen's Committee Decision is taken to replace it.
- That a working group consisting of Cllrs Mrs Bashford and Thomson be set up and that Cllrs Tubey and Underhill are contacted when back from leave and asked if they would join and Cllr Mrs Rowan remain as a reserve.

c *Report on Risk Assessment of the Allotments*

Cllr Hendy confirmed that the assessment had not yet taken place. He felt that since doing further research there could be a lot more to consider than first thought. He agreed to make a date with Cllr D Hockey and start the process this week.

It was agreed to notify the Allotment Holders Association when results were known.

ACTION CLLRS HENDY AND D HOCKEY

d *Damage to Entrance Wall of the Allotments*

It was reported that two quotations had been received to carry out the repairs.

Following a proposal by Cllr Hendy, seconded by Cllr Thomson it was:

RESOLVED to recommend:

- To accept the quotation in the amount of £197.50 submitted by Mr J Harris.

e *Request for push button controls for showers at the Pavilion*

This was dealt with under *min 7*

f *Request from Rangers Football Club for an extra pitch*

Following a proposal by Cllr Mrs Rowan, seconded by Cllr Mr Thomson it was:

RESOLVED to recommend:

- As long as all Clubs are in agreement and all Health and Safety standards are met that this request be granted.

g *Emergency lighting at the Pavilion*

It was reported that all works had now been completed and that the invoice had been settled.

This was noted.

229 Annual Review of the Committees Terms of Reference

The Committee considered these and proposed the following changes:

RESOLVED to recommend:

2 (a) (iv) be added to read *‘To ensure Annual Health and Safety assessments take place along with all Risk Assessments’.*

2 (a) (v) be added to read *‘To review the Rules and Tenancy Agreements’*

2 (b) be added to read *‘Bell Road’*

Cllr Kitching left the meeting

230 Park Sports Consultative Committee

It was reported that it was not possible to hold the meeting on June 4th but that all parties involved were in agreement to postpone the meeting until June 18th.

Cllr Mrs Bashford agreed to be in attendance and it was agreed to ask Cllrs Clothier and Underhill also.

231 RoSPA Play Equipment Inspection Report 2009

It was reported that there was a ‘medium risk’ on the gates into the play area at The Park.

The committee considered whether it could be left until the Handyman returned from his annual leave.

The committee considered that in the past there had been two incidents after the gates were tightened and felt it should consider whether tightening the gates was appropriate.

Cllr Mrs Rowan requested that in the future that all items are listed in priority order before producing it to a Committee for consideration.

RESOLVED to recommend:

- That the Deputy Clerk along with Cllr Mrs Bashford consider the report and discuss its prioritisation.

ACTION THE DEPUTY CLERK AND CLLR MRS BASHFORD

232 Mill Lane Allotments Report

It was reported that all was well.

This was noted.

233 Centenary Field Report

a Rough Grassland amongst Young Saplings

It was reported that Mr C Wright (SGC Tree Officer) had reported that he felt the grass that surrounded the recent bulb planting should be strimmed.

Cllr Hendy suggested waiting until the foxgloves had seeded and strimming all areas toward the end of the summer.

It was agreed to check with Mr Wright if he knows that the Parish Council only had foxgloves planted and his views on waiting until the end of the summer to trim all areas.

Cllr Hendy reported that during a recent visit to the Forest of Dean he observed built in barbeques that had been built into the surface of the picnic benches.

It was agreed to add consideration of permanent barbeque structures to the next agenda.

234 The Park Report

a Annual Service of heaters upstairs in the Pavilion

Following a proposal by Cllr Mrs Rowan, seconded by Cllr Hendy it was:

RESOLVED to recommend:

- To request Mr Haley to service the heaters.

b Annual Service of the water heater in the Kitchen

RESOLVED to recommend:

- Three quotations for the work be sought.

c Annual Service of the boilers in the Changing Rooms

RESOLVED to recommend:

- Three quotations for the work be sought.

d Update on Over seeding at The Park

It was reported that this had now taken place but that the invoice had not yet been received.

Cllr Mrs Rowan remarked on the fact that she had been pressed for an urgent decision in April, based on the contractors advice, that the work had to take place the following week and yet did not take place until May.

Cllr Mrs Rowan expressed her dissatisfaction at the amount of stress that it had caused her.

Cllr B Thomson stated that when the three-year grasscutting/maintenance contract was drawn up with SGC, the schedule of works was not produced.

e Damaged branch hanging off tree at The Park

It was reported that as this was considered to be a Health and Safety Risk, the matter had been dealt with immediately. The work has been carried out and the invoice has been settled.

Cllr Hendy suggested that records should be kept of this kind of action.

f Broken kitchen window at the Pavilion

It was reported that this window had been broken on 28th May 2009 and reported to the police.

Cllr Mrs Rowan explained that the office should risk assess all damage before taking action and requested the Deputy Clerk look into it.

Following a proposal by Cllr Mrs Rowan, seconded by Cllr Hendy it was:

RESOLVED to recommend:

- That the Deputy Clerk considers risk assessing reported damages.
- To obtain three quotations, one of those to come from Roman Glass.

g Consideration of a meeting with PC Wozniac, Community Safety Officer

It was agreed that the Deputy Clerk, the Assistant Clerk and Cllr Mrs Bashford plus one other Councillor arrange a convenient date and time. That these arrangements are made as soon as possible.

h Request from Frampton Cotterell Rugby Club to perform works in Changing Rooms

This item was dealt with in *Min 7*.

235 Beesmoor Road Report

It was reported that all was well. However the tractor driver at SGC had lost the key to the gate and Mr Williams had provided another at a cost of £3.50 and requested a refund.

RESOLVED to recommend:

- To send the bill to SGC for payment.

236 Ridings Road Report

It was reported that all was well.

This was noted.

237 Correspondence

a Request for shed on Plot 21

The request was granted, with the proviso that the tenants be advised that the shed should be easily moveable due to the tenancy only being in force on this plot for one year.

b Email-Complaint about plot 19(a)

A complaint had been received regarding trenches that had been dug around the neighbouring plot causing the tenants asparagus to disappear into the trench.

Cllr Hendy reported that plot 19(a) had wooden boards around it and weeds were growing under the board into his plot 19. He explained that he hadn't been able to fill in his trenches because the weeds need clearing first as this could potentially cause more problems and produced photographs to the Committee.

Following a proposal by Cllr Hendy, it was:

RESOLVED to recommend:

- That the tenants of plot 19 and 19 (a) meet along with Cllr Bashford who agreed to mediate and when the weeds have been removed that the tenant of plot 19 backfill the trenches.

c Reply from Courtstall Services Ltd

Courtstall had advised that to carry out repairs to the tennis court surface would cost £1,050 + vat.

The Parish Council is at present in the process of gaining independent advice.

This was noted

d Card of thanks from The Secretary of Rangers Football Club had been received for the nomination of a SGC Community Award

This was noted.

e Email from Community Action re: Green Grants Scheme Shake-up

RESOLVED to recommend:

- Cllr Mrs Bashford to discuss with Cllr Clothier about this.

ACTION CLLR MRS BASHFORD

f Village Action

An email had been received requesting to hold Community Picnics on the following dates:

- 7th June
- 5th July
- 23rd August
- 6th September

The Committee agreed to the picnics and requested that the Caretaker/Groundsman be informed along with the Cricket Club and other users as appropriate.

238 Date of Next Meeting

MONDAY 6TH JULY 2009 AT 7.45 PM AT THE BROCKERIDGE CENTRE