

**Minutes of the Leisure and Recreation Committee – 23rd October 2006
Held at The Brockeridge Centre, Woodend Road, Frampton Cotterell**

Present: Mr R King (*in part*), Mr T Clothier, Mrs P Hockey and Mr C North

Also Present: Mr D Mayer (Chairman, Frampton Cotterell Rugby Club) and Mr C Belsen (President, Frampton Cotterell Rugby Club)

Apologies: Mr G Filer, Mr G Keel and Mr D Manfield

403 As neither the Chairman or the Vice Chairman was present at the meeting; following a proposal from Cllr Clothier seconded by Cllr North it was:

RESOLVED:

That Cllr King be Chairman for the meeting

Cllr King assumed the Chair

404 Declarations of Interest under the Local Government Act 1972

None was made

405 Confirmation of Minutes

RESOLVED: That the minutes of the Leisure and Recreation Committee Meeting of 25th September 2006 be confirmed and signed subject to the following amendment proposed by Cllr King, seconded by Cllr Clothier:

Min 397 (d) to delete the first bullet point

406 Matters Arising from the Minutes

Min 394 Request for a plaque at Beesmoor Road Playing Fields

Cllr P Hockey reported that the Evening Post had requested to be contacted when the plaque is unveiled in order to take pictures.

407 Frampton Cotterell Rugby Club-Consideration of Location of Storage Container

Mr Mayer explained the following:

- In September 136 young were registered with the Rugby Club and 20 were still to register.
- He felt the Rugby Club had the largest body of youngsters in South Gloucestershire.
- That the Club would like to house its scrumage machine along with portable lights in the container.

The Committee was shown a computer-aided design of The Park featuring four options for the positioning of the Storage Container (see attached)

Mr Mayer reported:

- The Rugby Club preferred Option 1.
- That the Rugby Club would ensure that the container was covered in foliage.
- That Frampton Athletic Rangers Football Club, Frampton Cotterell Cricket Club and Crossbow Tennis Club would be able to use the portable lights to be stored in the container by arrangement only.
- That the container is approximately 8' in height.

Cllr King felt Options 2 and 3 would be better situated for users of the Park and requested the Rugby Club discuss this further at the Park Sports Consultative Committee on Thursday 7th December 2006 at The Pavilion.

Cllr North sought the Rugby Club's assurance that overplay would not occur in certain areas as had occurred in past years.

RESOLVED to recommend:

- Not to object to any of the locations on the map produced subject to planning consent.

408 *Recent Problems with the Hot Water Tanks*

Mr Mayer requested that recent problems with the tanks be resolved at the Parish Council's earliest convenience.

RESOLVED to recommend:

- To replace the wiring between the immersion heaters and the main fuse box.
- It was agreed that the Park Management Committee would cover the costs.

Cllr King thanked the Mr Mayer and Mr Belsen for attending.

Mr Mayer and Mr Belsen left the meeting.

409 **Mill Lane Allotments Report**

a Allotment Appraisal Report of 3rd September 2006

This was noted

b Min 3 Consideration of Deposits

A proposal was made by Cllr North to charge a deposit of £20 but was not seconded

Following a proposal by Cllr King it was

RESOLVED to recommend:

- To consult the Allotment Holders Association in the future when rents are reviewed.

Cllr King thanked Mr Lines and Mr Lax for attending.

Mr Lines and Mr Lax left the meeting.

c Review of Rents

Following a proposal by Cllr P Hockey seconded by Cllr North with three in favour and 1 against it was:

RESOLVED to recommend:

- The Parish Council should seek to cover the running costs (excluding staffing costs involved).
- To continue to review rents every alternate year.

410 **Revision of the Grasscutting Schedule for 2007/08**

Following a proposal by Cllr King seconded by Cllr Clothier it was:

RESOLVED to recommend:

- Cllr North and the Assistant Clerk meet with SGC to revise next year's grasscutting schedule before the next Parish Council Meeting.

411 **The Park Sports Consultative Committee, documents agreed for Consultation**

These were noted.

412 **Risk Assessments**

Following a recent inspection of the Pavilion and the Cricket Pavilion and surrounding area it was:

RESOLVED to recommend:

To request The Cricket Club

- To paint the posts in a bright visible colour, surrounding the cricket square.
- To clear the area in front of the main fire exit doors.
- To consolidate items placed in four fridges into two in order to save on electricity costs.
- To clean the two fridges that are emptied and switched off.

- 413
- To unplug the television and dvd player as they are currently on standby using unnecessary electricity.
 - To tack down the cable from the clock.
 - To remove the one remaining sight screen from The Park.

To request the Handyman to:

- Mount the fire extinguisher on the wall along with instructions for its use.
- Replace the wooden box surrounding the main fuse box to include a door that can be shut.
- To paint the step into the bar area white.
- To fix the hole in the fencing in the car park area.
- To remove tables from the Parish Council Meeting Room.
- To replace the drain cover missing in the changing room toilets.
- To secure the coat hook rail to the wall in changing room six.

To request the Scouts to:

- Ensure all electrical equipment supplied by them in the kitchen is PAT tested.

To request the Football/Rugby Club garage is:

- Tided up
- That they investigate the provision of shelving
- That the electrical equipment is removed
- That the old canisters and canisters containing petrol are removed

414 Centenary Field Report

The Tree Officer at SGC had agreed to draw up the five-year plan needed at a maximum cost of £260.

Following a proposal from Cllr King seconded by Cllr North it was

RESOLVED to recommend:

- To request the five year plan be drawn up by the Tree Officer at SGC at his earliest convenience.

415 The Park Report

a Report of recent inspection of the Skateboard Ramp

RESOLVED to recommend:

To request the Handyman to:

- Infill/plug the holes in the ramp.
- Cap the coping rails.
- To paint the ramp surface.
- To fix signage required (*Dog Ban & Ownership Signs*)

It was noted that all glass had now been removed from the area as the Caretaker/Groundsman conducts a daily inspection of the area.

RESOLVED to recommend:

- Not to install seating in this area.
- Not to install a litter bin in this area.

b The Scrubland

A proposal made by Cllr North to return the area to its original state was not seconded.

On a proposal by Cllr Clothier seconded by Cllr King with three in favour and 1 against it was:

RESOLVED to recommend:

- Consideration is given in next years budget to grade the area so that it is reasonably contoured.

c *Works to trees at the Park*
Following a proposal by Cllr King it was:

RESOLVED to recommend:

- To accept the quotation from J R Williams Tree Care.
- That Cllr North is present at the start of the Works.

d *Weekly Play Equipment Checks at The Park*
Following a proposal from Cllr King it was:

RESOLVED to recommend:

- The Clerk investigates the possibility of the Caretaker/Groundsman conducting future checks.
- To request Cllr Filer or Cllr D Hockey do the checks in the interim.

It was reported that the gate at the School Road end entrance does not close properly.

RESOLVED to recommend:

- To request the Handyman fix this.

e *Drains at The Park*

Cllr Clothier reported:

- That he had looked at one manhole chamber and that no maintenance had been done to it.
- There appear to be no keys for the lids.
- That when SGC have jetted the drains he felt they should then be regularly cleaned, maintained and checked.
- He felt that there should be a maintenance schedule for this put into place.

Cllr Clothier also requested that enquiries are made to SGC to ascertain when the jetting will take place. He also asked if the maintenance of the drains were already in the Caretaker/Groundsman's schedule of works?

It was suggested by Cllr King that the project group for the re-surfacing of the car park meets to discuss the above matters.

RESOLVED to recommend:

- To ask the Clerk to arrange for either the Caretaker/Groundsman or an outside contractor maintain the drainage system.

416 Beesmoor Road Report

It was agreed to request that the Beesmoor Road Playing Field Committee conduct weekly inspections of the play equipment in future.

417 Ridings Road Report

To ensure all actions shown as needed in the weekly reports are done.

Cllr King left the meeting.

Following a proposal by Cllr P Hockey seconded by Cllr Clothier it was:

RESOLVED that:

- Cllr North be Chairman for the remainder of the meeting

Cllr North assumed the Chair

418 Proposed Budget for 2007/08

RESOLVED: That the following expenditure budget be recommended to the Finance and General Purposes Committee by this Committee:

That the following monies anticipated to be in hand at 31st March 2007 be ear marked to be carried forward to 2007/08

DDA		10,000
Re-surfacing of Car Park		20,000
Total		30,000

Capital Expenditure

The Pavilion	Disabled Access		10,000
Ridings Road	Junior Play Equipment	15,000	
The Park	Car Park Resurfacing		10,000
Total			35,000

Revenue Expenditure

The Centenary Field	Trees five year plan		3,000
	Maintenance		500
	Field Grasscutting		3,500
The Pavilion	Rates		400
	External Maintenance		5,000
	Electricity		1,200
Ridings Road			400
Beesmoor Road		700	
The Park	Grascutting		8,000
Maintenance	Play Equipment	400	
	Skateboard		3,000
	Walls		2,000
	Other		3,000
Total			58,100

Estimated Income

Allotments		400
The Park Management Committee Account		4,000
Donations		0
The Pavilion Rental and Electricity		750
Wayleaves		100
Total		5,250

Park Management Account

RESOLVED to recommend:

- To request Finance and General Purposes Committee make a recommendation to the Parish Council as to how the Park Management Committee funds will be managed when they are handed over in April 2007.

External Maintenance of the Pavilion

RESOLVED to recommend:

- To request monies from contingencies and add to outstanding funds budgeted for Pavilion Maintenance in order to complete these works within the 2006/07 financial year.

419 Correspondence

The Scouts had made a request for the use of the Parish Council Meeting Room at the Pavilion on Friday 10th November 2006 for an evening of activities.

RESOLVED to recommend:

- To allow this request.

The Twinning Association had written to request to use the Pavilion Car Park from 21st – 26th October 2006 between the hours of 9am and 4.30pm.

RESOLVED to recommend:

- To allow this request.

Mr Tucker of 15 Rylestone Close had requested the hawthorn hedge to the rear of his garden be cut back as it is encroaching his garage.

RESOLVED to recommend:

- Cllr North to investigate and report back to the next meeting.

420 Date of Next Meeting

MONDAY 27TH NOVEMBER 2006 AT 7.30 PM AT THE BROCKERIDGE CENTRE