

## **Girton Parish Council**

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The Pavilion  
Girton Recreation Ground  
Cambridge Road, Girton  
Cambridge CB3 0FH

### **Minutes of the Sport and Recreation Committee held on Wednesday 14<sup>th</sup> November 2007**

**Present:** Cllrs M Wilson (Chairman), R Hodgkinson, V Godby, M Taylor (to item 07/52) Co-opted Members C Wilson (from item 07/49), L Miller

#### **07/44 Apologies for Absence**

Apologies had been received from Cllrs de Lacey and Mayfield and accepted by the Chairman.

#### **07/45 Member's declarations of interest for items on the Agenda**

None.

#### **07/46 That Standing Orders be suspended for an open session**

No Members of the Public were present.

#### **07/47 That Standing Orders be reinstated**

Standing Orders had not been suspended.

#### **07/48 That the Chairman sign the Minutes of the meeting of the Sport and Recreation Committee held on Wednesday 11<sup>th</sup> October 2007**

Cllr Hodgkinson prop, Cllr Wilson sec

##### **Matters Arising:**

**Minute 07/25** L Miller confirmed that work on the replacement floor in the disabled lavatory had been completed.

**Minute 07/40** Cllr Wilson stated that further details had been received but the bolts proposed remained a permanent fixture. He would write to the Yoga Club confirming that the fitting of the wall rings had not been approved and that no extra storage space was available at the Pavilion at the present time.

Cllr Taylor noted that the Finance Committee had expressed concern over lines of demarcation of responsibilities between the Environment Committee and the Sport and Recreation Committee and over the reduced level of income from the Pavilion.

#### **07/49 That the Committee choose from the following quotations (all plus VAT) for a Notice Board to be erected at the Pavilion:**

Zenith 1350mm x 1000mm:	£299
Greenbarnes 1060mm x 1350mm:	£663.76
Greenbarnes 950mm 640mm:	£480.09
Alger 841mm x 1189mm:	£405.66
Fitzpatrick Woolmer 841mm x 1188mm:	£700
A to Z 1000mm x 1500mm:	£248.75

After discussion it was agreed that no more than £300 was to be spent on the purchase of a new noticeboard. Expenditure was approved to purchase from either Zenith or A – Z. Cllr Wilson was to check the dimensions and the positioning of the boards at the Pavilion before the order was placed. Cllr Godby prop, Cllr Hodgkinson sec, unanimous.

**07/50 To approve proposed Sport and Recreation budget (tabled) for 2008/09**

(A Risk Assessment form for this item has been completed)

Cllr Wilson noted one alteration on the paper tabled to the proposed figures previously circulated. Following discussions with representatives of the Cricket Club the labour costs for Cricket Square maintenance had been lowered to £1200. All other figures reflected the discussion at the previous meeting. Cllr Wilson noted that indications of expenditure required to carry out work identified by the snagging of the Pavilion were that they would account for the remainder of funds for building maintenance in this year and the full £5000 allocated for next year. The possible use of Pavilion reserve funds to cover some of these costs was discussed but it was agreed that these reserves should be retained for major additional projects such as the installation of a lift.

Cllr Godby proposed, Cllr Hodgkinson sec. Unanimous.

**07/51 To arrange for increases in fees for clubs to be introduced at appropriate times of the year taking account of their financial year**

(A Risk Assessment form for this item has been completed)

The Chairman informed the committee that a letter would be sent out to all clubs requesting information regarding the start of their own financial year so that the clubs would have good time to budget for increases in fees.

Cllr Wilson prop, Cllr Hodgkinson sec. unanimous

**07/52 To consider user fees for the year 2008/09(paper tabled)**

(A Risk Assessment form for this item has been completed)

Cllr Wilson tabled a paper presenting a table of existing and proposed user fees with separate rates for peak/off peak times and preferential rates for village users. He proposed new rates in certain categories, particularly for non village use of facilities. Following discussion it was agreed to apply increases of approximately 3% to fees in 2008/09 rounded to the nearest practical figure.

The issue of the running costs of lights on both Tennis Courts and MUGA was raised. It was acknowledged that if substantial increases in electric costs were incurred additional surcharges to clubs to cover this may need to be considered.

In addition to general fee rates specific proposals for the restructuring of the Tennis Club and Cricket Club fees were agreed. The schedule of proposed fees are attached to these minutes.

Cllr Wilson confirmed he would contact Girton Glebe School over their use of the MUGA and Tennis Courts during the week in term time as the previous Committee had agreed that the School should be charged in line with established rates. Cllr Wilson stated that he would be writing to Mr Philip Atkin, Headmaster in respect of these fees. All fees will come into effect from 1st April 2008.

Cllr Godby prop, Cllr Hodgkinson sec. unanimous

**07/53 That the fee for using the Tennis Courts include an extra power charge of £16 for all users, for each hour the floodlights are used**

(A Risk Assessment form for this item has been completed)

Cllr Wilson reported that he had been presented with conflicting information over the rate at which electricity is charged for the new Tennis Court floodlights. He had received assurances that the specification indicates a charge of around £2 per hour. Members agreed the figure of £16 seemed exceptionally high. It was agreed that further information on exactly how and what we are charged for electricity and actual data on the hours the MUGA and Tennis Court floodlights were in use before the Committee could consider a specific proposal.

**07/54 To approve estimated expenditure (quotations to be tabled) for comprehensive snagging survey of the Pavilion fabric**

Only one quotation was available at the meeting. Matter to be deferred.

**07/57 To approve expenditure of £224 plus VAT on new flooring for ladies lavatory**

Cllr Godby prop, M Wilson sec. unanimous.

**07/56 That the Committee consider the three quotations (tabled) for fencing between the Tennis Courts and the Multi Use Games Area**

Following the meeting the recommended quotation was discovered not to be like for like. This item will be reconsidered at the next meeting.

**07/57 Health & Safety: To receive verbal reports of any incidents**

There were none

**07/58 Correspondence:**

1. Harriet Young – Request for guards to door hinges.

Further information was to be obtained to be discussed at the next Sport and Recreation Meeting to be held on Wednesday 9<sup>th</sup> January 2008