

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 following the meeting with Users held on Wednesday 10th September 2008 at St. Vincents Close Community Centre

Present: Cllrs M Wilson(in the Chair), L. Sparling, C.Starling, R Hodgkinson: CMR Wilson, L Miller (Co-opted Members).

08/105 Apologies for absence:

Apologies had been received from Cllrs de Lacey and Godby

08/106 Members declaration of interest for items on the agenda

Declaration –members of Group for the organisation of Feast Week 2009 – Cllrs Sparling and Starling item 08/120.

08/107 That Standing Orders be suspended for an open session

No members of the public were present.

08/108 That Standing Orders be reinstated

Standing Orders had not been suspended.

08/109 To confirm the Minutes of the Meeting of the Sport and Recreation Committee held on 3rd July 2008 as a true record

Cllr Wilson prop. Cllr Starling sec. Unanimous.

08/110 To confirm the Minutes of the Strategic Planning meeting of the Sport and Recreation Committee held on 12th July 2008 as a true record

Cllr Wilson prop. Cllr Starling sec. 3 votes in favour 1 abstention

08/111 To confirm the Minutes of the special meeting of the Sport and Recreation Committee held on 12th July 2008 as a true record

Cllr Wilson prop. Cllr starling sec. Unanimous.

08/112 Matters arising from the Minutes of the 3rd July meeting:

08/67 i. Pavilion Balcony: Report on Progress:

Cllr de Lacey had reported that he felt that the gutters were not running correctly and had re-positioned them and believed this had removed the source of the leak.

08/67 ii Additional Parking at School:

Cllr Wilson would be following up discussions with the school.

08/73 Financial Reports: Allocation of expense for fencing of multi-goal/tennis courts

Following a meeting of the Finance Committee the Clerk had been asked to reallocate the expense to general reserves.

08/75 Construction of LEAP at Wellbrook Way:

Proposals for the LEAP design had been reviewed by the Parish Council in August.

08/77 Annual Safety Inspection : Report

The date of the inspection had yet to be arranged.

08/80 Purchase of tables and storage trolley:

Purchase of six tables and trolley had been approved by Parish Council on 16th July 2008. These are now in place in storage cupboard. Cllr Wilson noted that the trolley once assembled was too large to be used to transport tables in and out of the store. However the

tables were now far more safely stored and the Committee was content that the underlying safety concern had been addressed. (Expense charged to Pavilion supplies/furniture)

08/82 Pavilion corridor flooring:

Recommended quotation and expenditure approved by Parish Council on 16th July 2008.

Expected to be delivered and fitted week beginning 15th September

08/113 That the Committee agree to establish at some future date the St. John's Field as a secure field for the use of dogs with access from the 10 Acre Field path and build into the budget plan funds for the purchase and fitting of gates and associated signage.

Cllr Wilson said that to fully achieve this goal a new bridge to connect St. John's Field to the 10 Acre Field path plus new gates and fencing to isolate the field from the 7 Acre Field would be necessary. The frequency of grass cutting may also have to be increased on the St. John's Field.

Cllr Wilson prop. Cllr Starling sec. Unanimous.

08/114 That the Committee recommend that the Parish Council consider developing proposals for building works for the installation of a lift and the fitting out of the Pavilion loft area and to enlarge the Pavilion building to provide additional changing facilities

Cllr Wilson prop. Cllr Hodgkinson sec. Unanimous.

08/115 That the Committee request the Environment Committee to nominate an individual to conduct an inspection of the ditches around the Recreation Ground fields with CMR

Wilson

Cllr Wilson prop. Cllr Starling sec. Unanimous.

08/116 That the Committee build into budget plans funds to improve signage of the dog-walking route around the perimeter of the Recreation Ground site and alongside the 10 Acre Field and that the signage should be compatible with that of footpaths/rights of way through the site

Cllr Wilson prop. Cllr Hodgkinson sec. Unanimous.

08/117 To consider plans and provisionally agree design proposals for the fencing of the Recreation Ground play area and associated gates, signs and furniture

Cllr Wilson summarised plans for the committee to consider. These included a secondary metre high fence with gates running from the churchyard wall to the corner of the Pavilion and additional fencing and gates to secure the perimeter along the access road. The key elements of the proposal were to establish secure separation of the play area from the car-park and the prevention of dogs entering either the play area or the playing fields. Initial quotations were being sought to insert into the budget plan.

Cllr Wilson prop. Cllr Starling sec. Unanimous.

08/118 To agree the location of proposed fixed all weather wickets and net cages for Girton Cricket Club between the MUGA and the perimeter of the 7 Acre Field (Funding for this is being sought by the Club. A Risk Assessment has been prepared for this item)

The proposed location of the all weather wickets was noted as at the far side of the MUGA by the avenue of trees if there was enough room. In addition to the Risk Assessment prepared for this item the Clerk had reported that the Gravedigger uses this vehicular access once or twice a week to gain access to the rear graveyard. An alternative route using the access road up to the 10 Acre Field was felt to be a satisfactory alternative. CMR Wilson was sceptical that two wickets including run ups could be accommodated in this location and offered to take further measurements. It was therefore agreed to defer the matter.

08/119 To consider and approve proposed changes to the schedule of User Fees for 2009/10 (Papers previously circulated. A Risk Assessment has been prepared for this item).

Cllr Wilson summarised his circulated review of user fees. Over the last two years fees per session had been raised substantially and annual lump sum fees had also been rationalised and raised to maintain parity with the session charges. In addition he noted that the revenue from

increases agreed last year was in some cases only just being realised. Girton Glebe School were now being charged for the use of the Tennis Courts and MUGA for school use and for after school clubs/activities. The Tennis Club would be paying their first half payment of their new charge at the end of this month. Therefore no general percentage increase as had been introduced for previous years was being proposed for 2009/10.

In addition to the specific proposals to amend the schedule of fees from April 2009 as detailed below Cllr Wilson indicated that he was opening informal discussions with the Cambridge Academy of English over their use of the Recreation Ground and the future level of their annual payment.

The Committee approved the following changes to the schedule of fees:

1. To add a new external off peak/youth charge for the use of the MUGA at £15 per session.
2. To increase the village adult rate for cricket matches by £10 to £50 per afternoon game and by £5 to £25 per evening game; to increase the external adult rate for cricket matches by £10 to £70 per afternoon game and by £5 to £35 per evening game.
3. To increase the one off fee to the Tennis Club for use of the courts (not including MUGA fee) to £2184 based on the formula negotiated prior to setting last year's fees.

Cllr Wilson prop. Cllr Hodgkinson sec. Unanimous.

08/120 To agree the level of fees for the use of the Recreation Ground and Pavilion for the weekend of the Girton Feast in July 2009

Following a discussion during which it was noted that the organising Committee required advance notice of any charge for budgetary reasons and that it was planned to erect a marquee for the entire Feast Week weekend it was agreed to charge a token fee of £30 for the entire weekend use of Pavilion and Recreation Ground.

Cllr Wilson prop. Cllr Hodgkinson sec. 2 in favour, two abstentions.

08/121 That the Committee accept the circulated Strategic Planning Document as a working document to be used to assess and review progress during the year.

Cllr Wilson prop. Cllr Hodgkinson sec. Unanimous.

08/122 To consider initial Sport and Recreation budget proposals for 2009/10 (Paper tabled)

Cllr Wilson tabled an initial budget proposal and compared expenditure to date with actual expenditure and budget figures for the current and previous years. Additional figures for fencing were expected by the end of the week. It was noted that the Budget Committee would meet at the end of October. Further comments and suggestions to Cllr Wilson were welcomed so that a revised proposal can be circulated and agreed.

08/123 Health and Safety :

- i. Verbal report of any incidents: there were none
- ii Risk Assessment of Car Park: Cllr Wilson and G Clare had begun work on a Risk Assessment of the Car Park as requested by our insurers

08/124 Correspondence:

Simon Pawley Girton Cricket Club (see item 8/118)

The meeting ended at 9:45

Date of next meeting: 12 November 2008. (an earlier extraordinary meeting to set the budget will also be arranged)