

## **Girton Parish Council**

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

### **Minutes of Sport and Recreation Meeting with Users of Wednesday 9<sup>th</sup> September 2009 at the Cotton Hall at 7.00pm**

**Present:** S&R Committee members – Cllr M Wilson (Chairman), Cllr L.Sparling, Cllr V Godby, Cllr C. Starling, CMR Wilson, and L.Miller (Bookings administrator)

Peter Kirwan (Cricket Club Chairman); Fiona Hinds (Chairman of Bobtails); Lesley-Anne Parker (Tennis Club); and Paul Clare (Girton United Football Club).

**In attendance:** Robert Stone (Parish Clerk)

#### **Items**

**09/33** Apologies: Alan Richardson & Bob Killick (Tennis Club); and Graham Clare (S&R Committee member)

**09/34** Members declaration of interest for items on the agenda  
None.

**09/35** To receive the confirmed Minutes of the Sport and Recreation Committee with Users held on the 11<sup>th</sup> March 2009.  
Confirmed as an accurate record at the Committee meeting of 9<sup>th</sup> June 2009.

**09/36** Matters arising from the Minutes

- i) Litter /Plastic Bottles – The ongoing problem with plastic bottles left on the recreation ground and 10 Acre Field had been improved by placing and labeling a collection bin between the two.
- ii) Parking – an informal agreement had now been reached with the school to open the gates to their playground as an overflow car park at weekends when needed. Placing posts to discourage parking at Smithy Green was being investigated. In the meantime “no parking” signs were being put up.

**09/37** Booking Administrator’s Report– This as tabled. (See Annex A). Linda gave a brief outline summarizing latest developments concerning the Pavilion, football pitches, Astro turf, 10 Acre Field, and users of the sports facilities.

**09/38** Comments from the Chair.

1. Anticipated fee structure for 2010/11 (See Annex B).  
Michael explained that the new fee structure if agreed by the Committee would apply from 1<sup>st</sup> April 2010. Letters would be circulated to users in the autumn explaining whilst there had been no increase in 2009/10 outgoings continued to rise. Overall the increased charges would be

approximately 4.5% (first change in 2 years). Fees will normally be invoiced on a monthly basis in future.

A small number of fees (e.g. cricket) would increase at a higher rate in view of higher maintenance costs. New formulas for annual lump sum fees were also being introduced (e.g. Cambridge Academy of English).

2. Cancellation of games policies  
Where games are cancelled but costs have been incurred on preparation of pitches fees will still be charged to recover the Council's expenditure.
3. Sports days/presentation days  
With effect from 2010 events such as school sports days, and football presentation days would no longer be hosted at no cost. These events will also need to a completed booking form, and confirmation that insurance and risk management policies are in place.
4. Storage Fees  
Nominal storage charges will be introduced from 1<sup>st</sup> April 2010 for the use of storage in the Pavilion. (See Annex B.)
5. Block booking and charging policy  
Where blocks of dates are booked next year the Council's policy will be to charge for "no shows". A revised booking form would be introduced for 2010/11. Action: Parish Clerk/Bookings Secretary
6. Clearance of "home" fixture lists  
Home fixtures must be cleared with the booking secretary asap, and changes cleared with Linda to avoid clashes with other users, and to ensure availability of parking and changing facilities.
7. Pavilion Extension  
Consideration was being given, subject approval by the Council and available finance, to further developing the facilities of the Pavilion to provide a community meeting room and lift; and extending to the side to provide changing & shower rooms for wheel chair users, and female referees.
8. Dog Walking and playing fields  
A new fence would be installed in the near future to protect users of the children's play area, and to restrict access by dogs to the recreation ground.
9. Play equipment  
Arrangements for annual inspection were now in place. Current maintenance in part related to reports of faults, and in year inspections which identified necessary works. The Council was waiting for a response from Girton Glebe School prior to making a decision on a new piece of play equipment for the recreation ground. New play equipment (a new Local Equipped Area of Play) was due to be installed at Wellbrook Way early in the New Year.

10. Planning for 2010 and beyond  
Forward planning was being developed to improve facilities over the next 2 to 3 years. This would include consideration of suggestions made as part of the 2009 Parish Plan. Clubs were also welcome to put forward proposals to improve facilities.

**09/39** Comments from Users/Clubs/Individuals

Peter Kirwan raised the issue of replacing the artificial surface on the cricket square. The existing surface was deteriorating and it was uncertain how much longer it would last. Michael Wilson said that this was to be discussed on site on Sunday 13<sup>th</sup> September 2009 with officers of the Cricket Club.

**09/40** Date of next Users Meeting

Provisionally arranged as 10<sup>th</sup> March 2009. (Since confirmed as 3<sup>rd</sup> March 2010.)

The meeting ended at 8.30pm.

Annex A

**Bookings Administrators Report  
Sport and Recreation Committee with Users  
Wednesday 9<sup>th</sup> September 2009**

**Pavilion Hall**

It was discussed and agreed by the Parish Council at their meeting in March to approve the building of storage cupboards in the Pavilion Hall. This has enabled Bobtails Toddler Group to move their play equipment from the lift shaft situated in the main corridor in the Pavilion into three of the new cupboards in the hall. It is now easier for the group to 'set up' their play equipment on the two mornings that they use the hall and to clear away after their sessions. The judo mats that were being kept in the loft upstairs behind the Parish Office have been moved down and are now being stored in the end cupboard which has been designated for Parish Council use. Unfortunately, the Qi Kwan Do Martial Arts Class have decided that the hall is now too small for them to hold their martial arts sessions and have now cancelled their booking on a Wednesday evening. The club have said that they would still like to use the hall for the 'odd' training sessions that they hold for their instructors. I will be advertising in the next issue of the Girton Parish News that early Wednesday evening and Thursday evenings are now available for hire.

All our other regular users have remained with us such as Yoga, Pilates, Line Dancing, Tang Soo Do, Kung Foo, North Cambridge Bridge Club and our local group who play Table Tennis will now be back after their summer break.

**Kitchen**

Due to the recent Swine 'Flu alert it was decided to remove the tea towels from the Pavilion kitchen and to request that Users now bring their own. In an 'emergency' there is a cardboard box of clean rags which can be used once and then thrown away. There is also a disposable paper roller towel and soap dispenser now in place by the sink.

**Football Pitches**

Again more good feedback from the football clubs in respect of the condition of the football pitches. 'Friendly' fixtures which were booked for July and August were played on the 10 acre field. Now that the cricket season has finished 'official' fixtures start this Saturday on the main Recreation Ground. Girton Colts Football Club continue to be a strong organisation with many teams using both the pitches and the Astroturf for training once the evenings get darker. Girton United Football Club now have three teams – First , Reserves and a new 'A' team which has moved up from Girton Colts Under 16's. We wish them and all our teams which use the facilities every success for the coming 2009/10 season.

### **Astroturf**

During the summer months the Astroturf is not used to its full capacity but we do have three groups that use the facility all year round, Birdlife International, The Barn and the Tennis Club for their extra club night which is held on Wednesday evenings. These extra club nights run from the end of April until the end of September. The Cambridge Academy of English also increase their usage of the facility in the summer when the Teenage Courses run from June until the end of August. I am pleased to report that vandalism on the Astroturf has been reasonably low this year in comparison to former years. Lets hope it remains that like that in the future.

### **10 Acre field**

The Trim-Trak equipment continues to be popular with users from both the village and outside. It has been reported today that due to negligence by someone who has used the equipment to place a barbeque on one piece of the equipment has been damaged by fire. I would request that if any users do notice any damage to the trim-trak to report the information to the Parish Office. There is still a problem in respect of dog walkers not keeping to the designated dog walking routes and fouling on the pitches still continues. Again, I would ask that if any Users do witness this happening please report it to the Parish Office as before.

Due to the ongoing problem of plastic bottles being left on the 10 acre field we have now installed a rubbish bin which is attached to the 'Dog Walking' sign at the entrance to the field. All the football clubs that use the 10 acre field have been notified of this and have been requested to please either place their litter in the bin or to take it home. The IVC Model Aeroplane Club continue to use the field and held their annual open day in the summer.

### **Other Users**

John Baggaley was busy with his Holiday Club sessions in the Half – term break and also a few weeks in the summer holidays. Cambridgeshire Football Association also used the facilities for their Level 1 Coaching Courses on several days during the summer. An international cricket tournament for Lawyers Was held in Cambridge in July and we were pleased to host two days of their matches here on our Recreation ground. It was a very successful tournament and we felt quite honoured to have them here!! A small article on the tournament will appear in the Girton Parish News. It was a fitting end to our summer bookings.

Linda Miller

9<sup>th</sup> September 2009

## Annex B

**Girton Parish Council Sport & Recreation Committee Proposed fees for 2010/11 July/August 2009**

Increases come into effect starting 1 April 2010 introduced with regard to clubs financial year. Inflationary increases rounded  
Approximately 4.5% over 2008/09 rates.

Fee code	<u>Village Adults</u>		<u>Village Youth</u>		<u>External/Commercial</u>	
	Peak a	Off-peak b	Peak c	Off-peak d	Peak e	Off-peak f
1 MUGA (session)	<b>22</b>	<b>12</b>	<b>12</b>	<b>7</b>	<b>31.5</b>	<b>20</b>
2 Tennis Courts (private one off session)	<b>11.5</b>		<b>5.75</b>		<b>23</b>	
3 Girton Tennis Club members - see 12						
4 Football pitch (regular season)	<b>29</b>	<b>27</b>	<b>14.5</b>	<b>7.5</b>	<b>37.5</b>	
5 Football pitch (pre-season friendly) (includes changing rooms, showers + kitchen facilities)	<b>19</b>		<b>8</b>		<b>29</b>	
Cricket pitch						
6 (Afternoon game)	<b>60</b>		<b>30</b>	new	<b>80</b>	£10 increase
7 (Evening game) (includes changing rooms, showers + kitchen facilities but see note below)	<b>30</b>		<b>15</b>	new	<b>40</b>	£5 increase
Pavilion Hall + Kitchen						
8 Parties (per hour)	<b>16</b>				<b>21</b>	
9 Meetings (per hour)	<b>16</b>				<b>21</b>	
Sports Activities						
10 (per session)	<b>24</b>	<b>12</b>	<b>12</b>		<b>34.5</b>	
11 Exclusive use of ground and Pavilion for other one off events: per half day	<b>155</b>	<b>125</b>	<b>77</b>	<b>62</b>	<b>220</b>	
12 Tennis Club Courts (one off payment)	<b>2288</b>	see note below.				Invoiced Sept & March
13 Tennis Club MUGA (one off payment)	<b>520</b>					Invoiced Sept & March Inflation increase. £500 since 2006 fin. year
14 Model Flying Club 10 Acre Field	<b>210</b>					Invoiced Sept & March
15 CAE	<b>619</b>					Invoiced Sept & March

Notes:

- 11 External rate over inflation.
- 12 **Tennis Club** fee formula 52 weeks @ two nights at MUGA rate.  
MUGA fee a lump sum for occasional use on club nights
- 14 **Model Flying Club** Inflation increase. Last raised for 2007/08
- 15 **CAE formula:** off peak youth MUGA rate x39 weeks at 2 sessions and x 2 weeks at 3 sessions = £819. Discount £200 for litter picking for net: £619                      New formula enables over inflation increase this year (was £500)
- 6 **Cricket Club.** In return for reserved dates season formula: n (number of home league fixtures) x per match fee = total league season charge, PLUS any home cup fixtures x per match fee. Weather cancellation does not result in a reduction in charges.

**Storage**

Storage Cabinets Pavilion Hall per month	<b>2</b>	new fee
Bridge Club Cabinet per month	<b>2</b>	new fee
Tennis Club room per month	<b>2</b>	new fee
Containers per item per month	<b>2</b>	new fee