

CODICOTE PARISH COUNCIL

Minutes of the RECREATION COMMITTEE held on Tuesday 22nd September 2015 in the Parish Council Offices, 107a High Street which commenced at 7:30pm

PRESENT: Chairman, Councillor D Connold with Councillors H Gregory,
B Knapper, F Moody, C Tinner and J Warwick

IN ATTENDANCE: Lorraine Ellis (Clerk)

1. **APOLOGIES FOR ABSENCE:**
Councillors M Ireland (other commitments) and C Mackrill (other commitments)
2. **TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH
THE COUNCIL'S CODE OF CONDUCT:**
None.
3. **MINUTES OF THE MEETING HELD ON 21st JULY 2015:**
The minutes of the above meeting were taken as read and duly noted.
4. **MATTERS ARISING FROM THE MINUTES:**
Codicote Playground Support Group project:
i)Working party update: Councillor Gregory reported that with Councillors
Mackrill and Warwick a very productive meeting took place with CPSG members.

Various matters were discussed during the meeting and later at the St Albans Road recreation ground. All are confident that the project will progress to fruition. The group have also met with their equipment supplier and a new design is awaited. The new layout will have a reduced amount of equipment

Discussions are still taking place regarding the refurbishment of the current roundabout, although funds are in place to purchase a new one if necessary but it should be for the older children.

Some areas need addressing including the cutting back of overgrown shrubbery but ensuring that a buffer remains between the recreation ground and the residential properties.

It was noted that the Biffa application includes funding only for the St Albans Road recreation ground and does not include the Valley Road play area, the refurbishment of which is still being planned.

ii)Land purchase request: The Clerk reported that a Tithe Close resident had written to the Council requesting consideration be given to selling them an area of land which adjoins their property at the St Albans Road recreation ground.

It was noted that the land was a gift to the village and cannot be sold, the Clerk to advise the resident accordingly.

New sports hall & community centre:

i)Septic tank issues: Councillor Warwick reported that the levels are currently acceptable although there is still a blockage from the new building, residual building materials are still in the pipework. It was noted that the septic tank is due to be emptied.

The Committee discussed the water flow in the urinals in the new building and agreed that the Clerk should ask Jim Park to consider reducing the level of water in the flushing system.

ii)Utilities – connection & supply: The Clerk reported that Councillor Ireland had received a response from Jim Park who states that the current process of invoicing for utilities used works well and that it would cost c£50K to set up a separate supply.

The Clerk stated that public funds are being used to provide a credit line to the Trustees in respect of the electricity arrangements. The Parish Council do not offer this service to any other businesses in Codicote. Councillor Tinner reminded the Committee that it is illegal to connect a utility supply from one user to another and this matter needs to be resolved for both the electricity and water supply.

It was noted that discussions did take place prior to and during the building process to ensure that supply connections were installed correctly, the Clerk also contacted the Architect for confirmation to no avail. It was agreed that Councillor Warwick and the Clerk should investigate alternative options and report back at the October meeting. A meeting should then be held with the Trustees.

Councillor Gregory stated that the Clerk should be in attendance at all meetings including working party meetings.

R011 Codicote Football Club:

i)Draft lease: The Clerk reported that the draft usage agreement had been forwarded on 30th July 2015 to Codicote Football Club for their comments. No response has yet been received.

ii)Cranfield University sports field survey: Councillor Warwick updated the Committee on the work currently being carried out to the senior football pitch and to the three year work programme he had produced. It was agreed that the work programme should be instigated as these are the recommendations made in Dr Hann's report.

The Committee agreed that funding of £2,500 per year for the next two years would be required and this amount should be included when setting the budgets for 2016/17 and 2017/18.

Fireworks Display – Saturday 7th November 2015: The Clerk reported that the fireworks had been ordered and the Howe family had agreed to be responsible again for the whole display this year. The NHDC application form to hold the event has been completed and is with the Local Authority. First aid arrangements are also in place.

It was noted that following the demolition of the CSSC building there were a number of uneven surfaces, it was agreed that these areas should be roped off. Councillor Warwick agreed to resolve the matter of lighting for safety purposes and to enable volunteers to sell food, sparklers and glow bands. Councillors Gregory and Moody agreed to help at the event.

Councillor Moody agreed to approach the Pre-School to ask if they would be willing to be responsible for providing and selling hot food at the event.

R014 Xmas displays and tree lighting event: The Committee agreed that the quotation for £2,632 from Lamps & Tubes for the hire of the xmas displays was acceptable. It was also agreed that the Clerk should contact the developer, Cala Homes, to ask for a contribution to the display due to the inconvenience that they have caused to residents during the construction at the building site.

Councillor Gregory agreed to approach The Goat to request that they again supply mulled wine and hot mince pies at the tree lighting event, the Choir are also to be invited to perform at the event.

R015 External condition of the Pavilion: It was reported that unfortunately vandalism to the roof continues and only one quotation has been received for work to the roof, flashing and guttering. The downpipe also needs attention. It was agreed to accept the quotation from M H Goldsmith & Sons Limited. Further consideration will be necessary to find a solution to protect the roof. All incidents of vandalism should be reported to the Police.

The Committee agreed that the Pavilion was in need of refurbishment and a long term solution would be required.

Councillor Knapper agreed to undertake the exterior painting of the doors as soon as the weather permitted. The side door and drip bar however need to be replaced, this work will require the services of a carpenter. The Clerk to contact two local tradesmen for quotations.

It was noted that work to approximately 20 slats of the cladding need to be replaced and treated. It was agreed that Councillor Warwick and the Clerk should organise this work.

5. TO CONSIDER REQUESTS FOR:

R018 a)New football goalposts at the Bury Lane sports field: The Clerk reported that a request had been received from the Stevenage Ladies Football Club for new goalposts to be purchased and installed for use on the junior pitch. The Clerk to obtain costings and seek S106 funding if possible.

b)Extend patio area and install picket fence at the new sports hall & community centre: The Committee considered the request received to extend the patio area at the front of the building by two rows and to install a picket fence. A more detailed plan would be required before commencing the work.

c)Erect new signage at entrance to the Bury Lane sports field: It was agreed that the draft signage document produced by the Trustees for The John Clements Sports & Community Centre should be revamped with less wording possibly replaced with symbols. There is also no mention that the land is owned by the Parish Council. The Clerk to update Jim Park.

d)Outdoor cinema event on 30th May 2016: The Committee considered the request received from a resident to hire the Bury Lane sports field for an outdoor cinema event. It was agreed in principle but a more detailed plan would be required with all the necessary permissions being sought and in place prior to the event.

e)Light the beacon to celebrate 100 years of Cub Scouts – Summer 2016: The Clerk reported that a request had been received from The Scout Association to light the beacon in celebration of their 100th anniversary. The Committee agreed to the request.

6. TO CONSIDER THE BURY LANE SPORTS FIELD LANDSCAPING REVIEW:

R019 Councillor Gregory explained to the Committee that she had attended a meeting with Councillors Mackrill and Warwick to discuss the tree works which are required to meet the planning conditions set by NHDC when they granted planning permission for the new sports hall and community centre.

The plan indicates that a number of trees need felling and new trees planted in various locations. Some tree work has already been undertaken near the tennis courts. The Committee also need to monitor any instances of Ash die back.

Quotations will be sought from three contractors who must have £20 million Public Liability Insurance cover. The Clerk to obtain the quotations for consideration at the October meeting.

Advice needs to be sought to determine surface material appropriate as it is unclear what type of materials are being proposed for the pathway, this access area needs to be able to take the weight of heavy lorries. It was agreed that a concrete pathway was not the solution and further advice would be required.

7. TO CONSIDER THE 2016/17 DRAFT RECREATION BUDGET:

R020 The Committee reviewed the draft Recreation Committee budget prepared by the Clerk and agreed to defer this item for further discussion at the October meeting.

8. DATE OF NEXT MEETING:

R021 Tuesday 20th October 2015.

The Chairman thanked everyone for attending and closed the meeting at 9:26pm.

Signed..... Vice Chairman

Date..... 2015