

## COTTENHAM PARISH COUNCIL

Minutes of Community and Leisure Facilities Committee  
Held in the Village Hall, Lambs Lane on Tuesday 21<sup>st</sup> October 2014 at 7.30pm

**Present:** Cllrs Mudd (Chair), Berenger, Collier, Heydon, Morris, Richards, Young, Alan Raven (Cricket), Terry Keeble (Colts), Andy Ward (S&SC) and Clerk

**In attendance:** 2 members of the public

**14L/051. Chairman's Introduction and Apologies** – Cllr Leeks.

**14L/052. Public participation – Standing Orders to be suspended** – Resident (Colin Coe) has a background in cycling (Anglia Cycling) and wanted to float the idea of a village cycle event perhaps linked to another village event. Suggested route is laps of Long Drove/Twenty Pence Road through the village. It would require either full or partial road closures and a traffic management company would be involved. It would be for adults only and they would be made aware of the road surfaces prior to the race (Long Drove was mentioned as a concern). The event would be on a weekend and is not commercial.

**14L/053. To accept Declarations of Interest** - To receive disclosures of pecuniary and non-pecuniary interests from Councillors on matters to be considered at the meeting – none.

**14L/054. Minutes** – Resolution that the minutes of the Committee meeting held on the 16<sup>th</sup> September be signed as a correct record. **RESOLVED.**

**14L/055. Reports**

- **Clerk** – report circulated prior to the meeting. Need to look at getting additional bin at the recreation ground but user to pay for it. Lawsons Circus would like to return next year. Cllrs Mudd & Nicholas will look at Fen Reeves and report back.
- **Playground safety** – report circulated prior to the meeting

**14L/056. Colts tournament 2015** – To consider permission for the Colts to hold their annual 5 aside tournament on 24<sup>th</sup> May 2015 at the recreation ground – Resolution to grant permission for the Colts to hold their annual 5 aside tournament on 24<sup>th</sup> May 2014 at the recreation ground. **RESOLVED.**

**14L/057. Recreation ground user agreements** – To consider drawing up formal user agreements. Cllrs Morris and Mudd will look at the agreements. NB: The football club have asked for a review of their fees following a reduction of teams playing.

**14L/058. Village hall user agreements** – To consider amendments to current user agreements – working party to be formed consisting of Cllrs Morris, Mudd, Young and Andy Ward.

**14L/059. Village green hire agreements** – To consider amendments to current hire agreement. Clerk to contact other villages to see what they charge. Any wording amendments should be forwarded to the Clerk.

**14L/060. PAT testing** – To consider testing of equipment at the village hall – Resolution that PAT testing is carried out of equipment at the village hall. **RESOLVED.**

**14L/061. Bus shelter cleaning** – To consider quotes for getting the bus shelters cleaned – Clerk to obtain quotes.

**14L/062. Village hall cleaning** – To consider drawing up of formal contract. It was noted that there were issues with users not cleaning the kitchen properly. We need a schedule of work to be done and when. Cllrs Berenger and Collier offered to do a deep clean of the kitchen. Item deferred for further information.

**14L/063. Connections Bus** – To consider ongoing support for the youth bus in 2015/16 – Cllr Collier is attending the Connections AGM next week. There are currently an average of 15-20 kids per session and there has been good feedback over the summer. Cllr Collier is meeting with Andrea

Kramp who does youth work for Histon to look at additional ideas. Cllr Young felt that we needed to stimulate numbers and it is expensive for the number of kids attending. The bus will be doing a free session at the College during a lunch or training day as publicity. The numbers have increased over the summer. Defer to main agenda.

- 14L/064. Christmas tree** – To consider purchase of tree at a cost of £425 + VAT (inc. delivery) – Resolution that we purchase a 35’ tree at a cost of £425 including delivery + VAT. **RESOLVED.**
- 14L/065. Skatepark access** – To consider disabled access to the new skatepark – Cllr Morris outlined the background which came following a conversation with the WREN grant representative. We need to cost and see what grants may be available. Resolution that a feasibility plan is undertaken to look into disabled access to the new skatepark. **RESOLVED.** NB: Cllr Richards suggested speaking to Mike George re. possible sponsorship. Cllr Berenger left the meeting at 9.06pm.
- 14L/066. Rubbish bins** – To consider purchase of additional bin for Wilkin Walk – Cllr Mudd outlined resident request which came following an increase in rubbish in the area. There is currently a bin at each end of Wilkin Walk and an additional bin was not considered necessary.
- 14L/067. Pumping station inspection** – To consider permission for Aquarius Liquid Engineering to carry out annual pump inspection and service – Resolution for Aquarius Liquid Engineering to carry out annual pump inspection and service. **RESOLVED.**
- 14L/068. Yesteryear Run 2015** – To consider giving permission to hold the event on the village green on 19<sup>th</sup> April 2015 – Resolution that permission is given for the Yesteryear Run to be held on the village green on 19<sup>th</sup> April 2015. **RESOLVED.**
- 14L/069. Lighting** – To consider improvements to the lighting for the outside toilet at the rec ground. Resolution that a sensor light is installed in the outside toilet at the rec ground. **RESOLVED.**
- 14L/070. Changing rooms** – To receive an update on the project – The tender deadline is 12 noon on Friday 31<sup>st</sup> October and the tenders are being opened in the afternoon. Cllrs Morris and Mudd have visited other buildings by the companies approached to tender. Cllr Morris has been investigating running costs and has been looking at a revised sewerage system which may reduce costs. He has also been working with Cllr Richards to ascertain current usage re. showers etc. Cllr Mudd has been in touch with the Football Foundation and they want our first claim in by 22<sup>nd</sup> November which will be very tight. All funders have been invited to the tender opening and all except Sport England have responded so far to say that they won’t attend. Cllr Morris ran through the changes to the interior space. Alan Raven has had more paperwork from the ECB re. a possible loan and a meeting has been arranged with them to discuss. The sports clubs are holding a quiz night on 15<sup>th</sup> November to raise funds for the project.
- 14L/071. 2015/16 budget** – To consider projects/items to be put forward to the Finance Committee for inclusion in the next budget – List of ideas was presented prior to the meeting. These need prioritising and further prices adding. The information needs presenting to FLAC by 11<sup>th</sup> November.
- 14L/072. Vision Plan questionnaire** – To consider results of the questionnaire – Standing Orders suspended at 7.52pm. Cllr Ward ran through the top 4 results and themes of the data received so far. She was thanked for the huge amount of work she has put into compiling the data. An article has gone in the newsletter with the information. There was debate around the top answer of a swimming pool and whether the primary school would be amenable to their pool being used over the summer. Lack of lifeguards seem to be the issue. Cllr Young will speak to James Kilsby. Cllrs Berenger, Collier, Richards and Young to meet in the new year to look at the feasibility of the top 4 items on the list. Standing Orders reinstated at 8.11pm.
- 14L/073. Recreation Ground Play Area** – To consider repairs to the retaining timber surrounding the Himalayan Play & the Aerial Runway equipment – Cllr Mudd outlined the work required. Quotes need to be obtained 1) to replace; 2) to bank the ground instead; 3) new grass mat surfacing. Resolution that quotes are obtained for repairs/replacement to the retaining timber surrounding the Himalayan Play and Aerial Runway equipment. **RESOLVED.**

- 14L/074. Terms of Reference** – To consider development of a 4-year strategic framework, reviewed at least annually, for desirable improvements to leisure, recreation and sports facilities within the village – Item deferred. NB: the Vision Plan data will be used as a starting point.
- 14L/075. Circular Village Walk** – To consider creation of an access from the Recreation Ground to Les King Wood. Contact to be made with David Thomas of the Pathways Association – Cllr Mudd stated that security was no longer an issue via the third field and that a ‘kissing gate’ would provide pedestrian access and a new circular village walk; this has been raised in the Vision Plan. Dogs may be an issue and this would need to be taken into consideration. Item deferred for further information.
- 14L/076. Vertidrainning** – To consider vertidrainning of recreation ground at a cost of £250 per day – The pitches weren’t drained last season. Cllr Mudd explained the rationale for doing the work. Cllr Richards stated that sand would be needed to make the work truly effective. Previously the work has taken no longer than a week. Resolution to consider vertidrainning and getting quotes including sand for the 3<sup>rd</sup> pitch. **RESOLVED.**
- 14L/077. Floodlights** – To consider obtaining quotes for repairs to the existing lights – Cllr Richards reported that LED bulbs would be £399 each and 10 were needed. There is also a suggestion that the lights are moved to create a bigger area. The LED running costs are 3p per hour compared to the existing bulbs which are 7p per hour. The cost would be approx. £800 if we just replace the existing bulbs and these should last 3 years. Resolution that the existing bulbs in the floodlights are replaced on a like for like basis. **RESOLVED.**
- 14L/078. Health & Safety matters** – To consider solution the finger entrapment problem on the gate entrance to the Skateboard Park – Report and photos circulated in the reports pack. The issue will be looked at in the new year.
- 14L/079. Matters for consideration at the next meeting** – none given.
- 14L/080. Dates of next meetings** – 18<sup>th</sup> November. Cllr Young gave his apologies in advance (work).
- 14L/081. Close of Meeting** – 10.10pm.

Signed \_\_\_\_\_ (Chair) Date \_\_\_\_\_