

COMMUNITY & LEISURE FACILITIES COMMITTEE

AGENDA REPORTS PACK – MARCH 2017

Item 17L/028



Community and Leisure Facilities Committee Minutes

Meeting held in the Village Hall on Tuesday 21st February 2017 at 7.30pm

Present: Cllrs Mudd (Chair), Collier, Hodson, Morris, Nicholas, Richards, Bob Lee (Colts), Alan Raven (Cricket), Andy Ward (S&SC) and the Clerk

17L/014. Chairman's Introduction and Apologies – apologies accepted from Cllr Berenger (personal) and Ian Stuchbury (CUFC).

17L/015. Public participation – Standing Orders to be suspended – none present.

17L/016. 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 received.

17L/017. Minutes – Resolution that the minutes of the Committee meeting held on the 17th January 2017 be signed as a correct record. **RESOLVED.**

17L/018. Reports

- **Clerk** – The mobility gate at the Moat has now been fitted. Skatepark drainage has been improved. Cllr Richards arranging to see bench. Resident has reported a parking meter under the Lode bridge; been reported to police and EA. Cllr Nicholas commented that the works on the tree belt on Tenison Manor looked good. Cllr Morris stated that the company who have done the works to the right (Kingfisher Way) have been fired; the company who have done the works to the left (Woodlark Drive) have done a good job and they have quoted to complete the works behind Kingfisher Way.
- **Health & Safety report** – Annual inspection due in April and Clerk to meet with Inspector to discuss the slide mound. Date TBC.
- **Balancing Pond** – Cllr Morris reported that most of the work has now been completed. Persimmon are paying for some new safety rails either side of Broad Lane and to fix the pipe/hole in ground issue. Persimmon have also met with County to discuss what else needs to be done prior to adoption.
- **Major developments** – Cllr Morris reported that all 3 developers had now submitted heritage statements. The Gladman 2 application is going to SCDC Committee on 1st March with Persimmon and County probably in April.
- **Youth Provision** – update on Connections Bus and babysitting course – Cllr Collier reported that it may be possible to start the babysitting course after Easter but 2 trainers required; will contact Andrea Cowley accordingly. Andrea has also mentioned that there may be a 'spare' first aid course available at the end of March if we are interested. Cost would be £150. Clerk to follow up.
- **Village Hall** – Cllr Morris reported that there were 2 serious consultee comments which needed attention. Firstly we've removed the hedge along the driveway to rectify one problem and the pathway will be widened to between 1.6-1.8m. The other issue is the design regarding mass/scale/height. Has met with the Planning Officer today. By putting in a split roof we can relieve the height problem and bring it down to 9m (we can't go above the height of the Primary School). We still need to prove that all of the functions of the building are required and have therefore decided to take an extension of 28 days to get the rest of the information together. There is an argument in the Local Plan that Cottenham is short of 400sqm of community space. Officer strongly believes they can approve without the application having to go to Committee. Cllr Richards left the room at 7.55pm. The revised design will be shared next week.
- **CCTV** – Cllr Richards returned to the room at 7.57pm. Cllr Morris reported that the work has now mainly been completed and that the system is operational.
- **Dog fouling** – still waiting for update on delivery for signs.

- 17L/019. Fen Reeves** – to consider possible improvements to access/parking following Cllr site visits and set up working party – Site visit has taken place. Cllr Morris has submitted a complaint to the Footpath Officer. Access may be possible via the 'landing stage' but the gate/fence would need replacing. Could possibly use the spare gate from the Moat. Defer until response received from Footpath Officer.
- 17L/020. Village Hall wi-fi** – to consider update regarding installation/reinstatement of wifi – Cllr Richards has spoken to Mark Bidwell who has stated that the connection can go in via the existing phone line. Won't be able to get hold of account number until next week then will speak to BT to get cost. Defer.
- 17L/021. APM report** – to consider items for report in preparation for APM in May – Cllr Mudd stated that in the previous report we had listed the areas of responsibility and what projects had been done during the year. Cllr Mudd to compile similar information for 2016/17. Suggestions welcome.
- 17L/022. Matters for consideration at the next meeting** – Hall hire for charity event (Cllr Richards – full agenda)
- 17L/023. Date of next meeting** – 21st March 2017
- 17L/024. Close of Meeting** – 8.10pm.

Signed _____ (Chair) Date _____

Item 17L/029 - Reports

Clerk's Report

Village Hall

- Cllr Richards arranging replacement door in men's toilets (to replace damaged door).
- Cllr Richards has purchased anti-climb paint (as agreed by CALF)
- Light cover in main hall has fallen down. Struggling to find replacement without getting lamp unit as well. Nick West following up.
- Problems with the lock/front door. Cllr Richards replaced the lock but hinges have also worn/dropped and need replacing.

Recreation ground

- Cars parked at own risk sign has been removed completely. The FA sign has also been damaged.
- Bowls Club have given notice of a large event planned for 10th June (approx. 30 parking spaces required).
- Colts 5 aside tournament booked for 28th May.

Misc admin

- March Issues log distributed separately.
- Les King Wood – Anna Hicks would like our opinion on the style/ piece of wood to the left of the kissing gate. Would this be better if a normal post and rail fence was created or would we prefer it left as it is? Grass rides and maintenance - appointed a contractor who will carry out two seasonal cuts to the site. Tree guards- in the process of organising for these to be removed. Clerk to meet with her onsite.
- Have contacted All Saints re. putting dog bin back following rebuilding of wall. They have requested replacement from SCDC but are still waiting. SCDC Cllr Harford following up.
- Contractor appointed to undertake repairs to phone box on Denmark Road/High Street. **Will be done at the end of March when the temperatures are more conducive for painting outside.**
- Phase 2 of the Tenison Manor tree belt works are ongoing. Contractors are dealing with residual issues from Phase 1.
- **Fen Reeves – EA doing work to the embankment at the back of the site late March/early April. Have queried the wooden gate at the Smithy Fen end and why no pedestrian gate with Footpath Officer.**

Playground Inspection Checklist

Cottenham Parish Council

Site: Cottenham Recreation Ground

Date of Inspection: 28 February 2017

Person/s carrying out Inspection:

Cllrs David Mudd and Tony Nicholas

Items checked and report issued if any item needs repair/maintenance. (see action report sheet)

General Condition of Equipment: All equipment checked for the following:

- ⤴ Stability and condition of frames
- ⤴ Fitting and Fixtures (present and secure)
- ⤴ Guard rails
- ⤴ Sharp edges or other protrusions
- ⤴ Working of moving parts
- ⤴ Swings, Seats and Shackles
- ⤴ Slide surfaces
- ⤴ Base plate of spring items secure

Play Area: Skateboard Park

- ⤴ General area surveyed for possible damage
- ⤴ Ramps and surface area checked for safe use by skateboarding users

Equipment Main Area

- ⤴ Carousel – Inclusive (New)
- ⤴ Rotator – Bowl (New)
- ⤴ Aerial Runway
- ⤴ Rotator – Pole (New)
- ⤴ Slide – Embankment (New)
- ⤴ Space Net (New)
- ⤴ Himalayan Uniplay (Newly adapted)
- ⤴ Swing Group (New)
- ⤴ Seats and Picnic Tables
- ⤴ Swings (4 swing Unit)
- ⤴ Single Swing Inclusive (New)
- ⤴ Trim Trail (New)
- ⤴ Waste Bins
- ⤴ General Condition of Area Tidy

Equipment in Toddler Area

- ⤴ Kompan Playhouse -New unit
- ⤴ Multiplay- New
- ⤴ Swing - Toddler -1 Bay 2 seat (new)
- ⤴ Swing - Toddler - 1 Bay 2 Seat (old)
- ⤴ Play Train (New)
- ⤴ Stepping Posts - Rubber
- ⤴ Rocker Seesaw (New)
- ⤴ Rocker - Bike (New)
- ⤴ Rocker Snail
- ⤴ Seats/Picnic Table
- ⤴ Gates
- ⤴ Fencing
- ⤴ General Condition of Area Tidy

Warning Signs and Notices

- ⤴ Present and in good condition Yes

**General Declaration of Intent by Cottenham Parish Council
regarding Health and Safety
in respect of this report.**

All areas/items will be checked only by means of Visual Inspection to identify any obvious hazards resulting from use, vandalism or weather conditions. These will be logged and notified to the Parish Clerk.

To avoid any doubts as to whether or not the areas/items have been Visually Inspected, the Cllrs will sign and date the report issued to the Parish Clerk. On Inspection of all units, any that are found, in the opinion of Cllrs, to be a problem regarding operation or stability, then if it cannot be corrected without delay, the PC will be advised to immobilise or remove the unit.

Councillors who check the areas/units are fully aware of the importance of the safety to all users of the Play Area.

Visual Inspection carried out by by: Cllrs David Mudd and Tony Nicholas

Councillors Signatures:

Dated: Wednesday 28 February 2017

Next Inspection on Wednesday 25 March 2017

**Playground Inspection Action Report
Council**

Cottenham Parish

Site: Cottenham Recreation Ground

Date of Inspections: 28 February 2017

Note: Items mentioned on previous reports are in the process of being rectified.

No action to be taken as all units examined are safe to be used

Action Plan signed by Cllrs: David Mudd and Tony Nicholas

David Mudd.....Date: 28 February 2017

Tony Nicholas.....Date: 28 February 2017

Action Plan to be sent to Clerk, and Chair and Members of the Community & Leisure Facilities Committee in order to progress the repairs noted in report.

NOTE: All items that have been notified to CALF previously and probably now, hopefully, in the course of being actioned!

Balancing Pond – update on Persimmon adoption

- Restoration work is almost complete
- Anglian Water have not yet completed the plans for the title transfer
- Bovis have not yet agreed their contribution.

Major developments – update on speculative developments

- Endurance Estates have outline permission, an agreed s106 but not agreed the plans
- Gladman are pushing aggressively for resolution in their favour, possibly on 23rd March.
 - The “Listed Building” advert appeared on 1st March with 21 days to comment
 - **There is still time to send last-minute objections to S/1411/16/OL**
 - >Julie.Ayre@scambs.gov.uk ref S/1411/16/OL
 - Traffic already bad; will get much worse – ugly roundabout and traffic-calming
 - Adverse effect on landscape viewed from Rampton Road
 - Damage to Almshouses
 - etc
- Persimmon may reach Planning Committee in May.
- County Council may reach Planning Committee in May.

Village Hall – update on project

- Council Tax appears to have been increased as we requested
- Still struggling to convince SCDC Planners to allow the building “in the countryside”
 - Height and mass remain issues
 - Unconvinced that Nursery needs to be on the Recreation Ground
 - Need to force the application to a conclusion – one way or the other.
 - **Could we defer the Nursery and go for an enlarged single-storey building?**
 - **Could we add the Nursery to the Neighbourhood Plan “Wish List”?**

Dog Fouling

- We’re Watching You signs have arrived but stickers missing. Waiting re-delivery.

17L/019. Fen Reeves



Following site inspection on 13th March 2017, the pedestrian access to the right side of the gate (from Smithy Fen) has now been cleared and is safe to use. Clerk checking ownership of the locked wooden fence with County.

17L/031. Fen Reeves maintenance

Following site visit on 13th March 2017 it was noted that a number of trees had fallen; some of these are across the walkways. There are brambles around the rear access gate which need clearing. Additionally the fence at the front entrance has fallen down due to rotted posts.

To repair roadside fence, replacing post and cementing in place £ 80.00

To trimming of brambles from the back gate (trimmings will be left short to decompose in an unused part of the area) £ 60.00

Cutting down and removing fallen trees and brambles within the body of the area (all fallen trees will be moved to an unused part of the area to decompose) £ 600.00

Total £ 740.00

Plus Vat £ 148.00

Total inc Vat £ 888.00

