

COMMUNITY & LEISURE FACILITIES COMMITTEE

AGENDA REPORTS PACK – JANUARY 2019

Item 19L/004 – Minutes



DRAFT Community and Leisure Facilities Committee Minutes

Meeting held in the Village Hall on Tuesday 18th December 2018 at 7.30pm

Present: Cllrs Wilson (Chair), Dewey, Kidston, Morris, Alan Raven (Cricket), Andy Ward (S&SC) and the Clerk

- 18L/136. Chairman's Introduction and Apologies** – Cllr Morris expressed sympathy on behalf of CPC to the King and Clarke families. Apologies accepted from Mudd (sick), Nicholas (sick), Cllrs Young (personal) and Ian Stuchbury (CUFC)
- 18L/137. Public participation – Standing Orders to be suspended** - No public present.
- 18L/138. To accept Declarations of Interest and Dispensations** – None given.
- 18L/139. Minutes** – Resolution that the minutes of the Committee meeting held on the 20th November 2018 be signed as a correct record. **RESOLVED.**
- 18L/140. Reports**
- **Clerk** – Report noted. Arrangements made to cover Groundsman duties for the next couple of weeks.
 - **Health & Safety reports** – Report noted. Need to look at succession planning. Cllr Wilson to join Cllr Mudd for January inspection and Cllr Kidston will join the February inspection.
 - **Major developments** – Report noted. Persimmon reserved matters application has been deferred. NB: County not intending to adopt the roads on the estate. Cllr Morris and the Clerk have a meeting with This Land on 8th January. Manor Oak has been refused at appeal.
 - **Village Hall & Nursery update** – Report noted. At recent design team meeting the details such as flooring, doors etc. have been discussed. Also met with Ladybirds to discuss transition re. boiler and go over nursery design. Nursery decision notice will be issued imminently so go ahead has been given to the architects to start on detailed design. Looking to go to tender mid-February. Need to arrange meetings with Kids Club in the New Year. Karl Miles (Colts) arrived 7.48pm. 1st field will be out of action during the build (summer) but should be usable by Christmas 2019 as per the pattern of field usage for 2018 season. We will have the 3rd field replacement before we lose it.
 - **Youth Provision** – Two possible projects (babysitting and generation game) for 2019/20 budget.
- 18L/141. 2019/20 budget** – priorities for 2019/20 projects (other than VH and Nursery) up to £14K total. Ran through previous list. Suggestion of additional 11v11 mobile goals for Colts however Mr Miles stated that if the gap in the hedge was widened these wouldn't be necessary. Groundsman to be instructed. Cricket nets, playground reinstatement, bus shelter flooring (Lamb Lane), replacement LED floodlights (look at putting switch in Pavilion prior to Hall being demolished), bigger noticeboard (to take 8xA4), skateboard extension and floodlighting (Clerk to speak to Burwell skate school re. suppliers), war memorial improvements. Noted that some items can be funded from s106. PC set the budget on 8th January. Cllr Morris mentioned that there is an emerging proposition to say that the CLT could build a small number of houses on the greenbelt with a supplementary recreation space/play area. Need to see how the Neighbourhood Plan version of the medical centre could be taken forward.
- 18L/142. 4 year plan** – consider refreshing the 4-year project strategy - item deferred.
- 18L/143. Co-option** – consider notifying users and potential users of opportunity to participate on CALF Committee. Suggestions to contact Tennis Club, Netball Club, Korfbal?, a 'walker' (footpaths), darts. Resolution to extend invites to representatives from sports clubs and community/leisure groups to join CALF. **RESOLVED.**
- 18L/144. Replacement of Car Park hedge** – replace hedge with fence and low barrier to reduce loss of field space. Discussion regarding whether the barrier pitch side could be dual purpose i.e. for

seating. Resolution to accept the quote for £4840 + VAT for fencing and £650 + VAT for hedge removal. **RESOLVED.**

18L/145. Matters for consideration at the next meeting – 4 year plan.

18L/146. Date of next meeting – 22nd January 2019

18L/147. Close of Meeting – 8.31pm.

Signed _____ (Chair) Date _____

Item 19L/005 - Reports

Clerk

Recreation ground

- The FA sign has been damaged.
- 2x benches and picnic tables have arrived. Clerk liaising with Groundsman re. siting.

Misc admin

- Les King Wood – Tree guards still require removal. Chased County Farms 7/8/18.
- New public footpath from Broad Lane to Les King Wood – County Farms confirmed 20/8 that the path is physically available to use. The legal order to formally create the bridleway has now been sealed by the county solicitor and the next stage will be for a small advertisement to be placed in the Cambridge News. A press release is now with the press team for release. **4/1/19 – signage has been delayed but should be installed in the next few weeks then the press release will be sent out.**
- Defib equipment has arrived. Struggling with electricity supply and waiting response from CHT. **Email dated Feb 2018 confirmed there is an electricity supply to the light (which no longer seems to be working). Following up.**
- Replanting has taken place under village sign. Need to purchase metered stand pipe.

Health & Safety report

Playground Inspection Checklist

Cottenham Parish Council

Site: Cottenham Recreation Ground

Date of Inspection: 9th January 2019

Person/s carrying out Inspection:

Cllrs David Mudd & John Wilson

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: Cllrs David Mudd & John Wilson

Councillors Signatures:.....

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**Dated: Wednesday 9th January 2019
Next Inspection on Wednesday 6th February 2019**

Matters needing attention

- Bin near to skateboard area – needs replacing as both bin and lid damaged (Groundsman has spare).
- Timber steps up to the main slide – steps 3, 5 & 6 are wobbly. Additional soil to be provided under each step to make the steps solid.

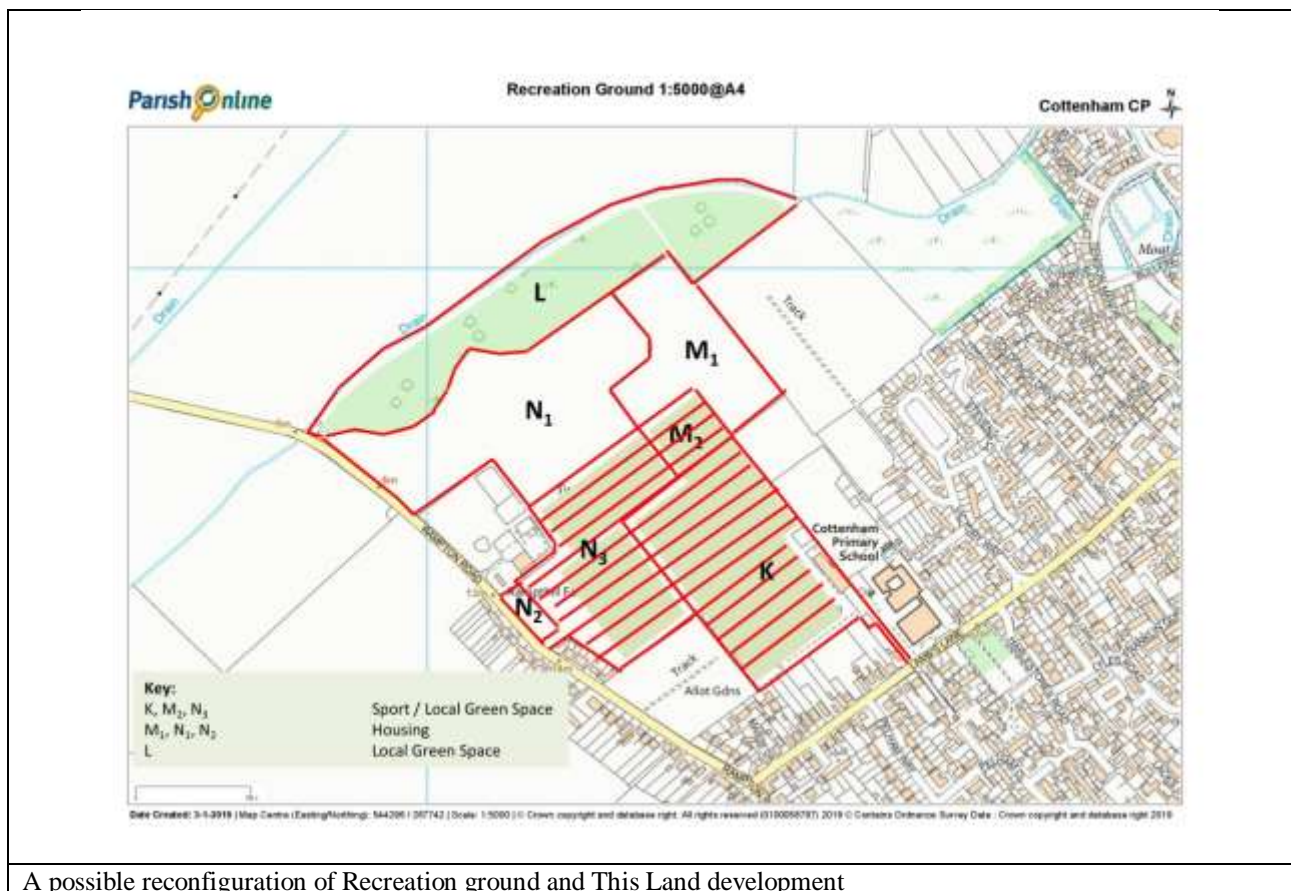
Major developments

Bellway are making rapid progress building out their site on Oakington Road with work expected to be complete early in 2020.

Gladman are seeking permission to split the development of their site so the residential places with care can be built at a different time to the 200 or so houses.

Persimmon will shortly receive full permission for their 121 houses off Oakington Road, subject to agreement on tightening up some consent conditions related to drainage and highway maintenance.

The County Council and their developer This Land recognise the sensitivity to how their site is developed and have been discussing with us ways in which the development can be used to improve the layout of the site for sports and recreation purposes as part of their “reserved matters” application.



A possible reconfiguration of Recreation ground and This Land development

The Manor Oak application on Beach Road has been refused planning permission and also lost their appeal against the refusal. One other, smaller, application on Oakington Road was also refused and awaits the appeal result.

Village Hall & Nursery update

Next month we should be putting both these projects out to tender and, assuming funding is in place by then, choosing the contractors to build them over the coming months for completion around the end of 2019.

Once the contracts are under way, we will arrange an exhibition or two so users can see what is in store. We are especially interested in meeting anyone who can sponsor part of the buildings or set up a long-term partnership to use some of the spaces – especially the drop-in business club and indoor recreation space.

Youth Termly Report

Numbers

There have been 11 youth bus sessions run this term and we have seen 65 young people.

Age	11	12	13	14	15	16	17	18+
Number Male	3	10	11	10	4			
Number Female			8	5	9	1		4

Session	1	2	3	4	5	6	7		8	9	10	11	12	13	14
Attendance	18	26	27	23	27	34	30	Half term	33	30	24	-	27	-	-

Reports

Week 1 - 6th September Enjoyed doing 'What age can you' quiz and crafts. Lots of conversations on starting secondary school, school uniform, holidays, football teams, ages you can do things, Facebook and privacy settings, being safe in the dark and media coverage of abuse cases.

Week 2 - 13th September Had to park outside school due to football match parking. Enjoyed checking out our other bus. Conversations about school, trying to return to school, young mothers, moving back to the village, volunteering, cancer treatment, being fostered and homosexuality. Older young people enjoyed listening to music and keeping themselves to themselves.

Week 3 - 20th September Lots of coming and going especially as younger boys were playing games outside. Enjoyed chilling and listening to own music. Conversations about meningitis, relationships, what to do if someone has a knife, age groups allowed on bus, bra sizes, trying to get back into school, tobacco and sexual health. One-to-ones with two young people (about mental health issues).

Week 4 - 27th September Good busy session with lots of coming and going as it was a warm night. Enjoyed football outside, sitting and chatting and listening to music. Conversations about school, teachers, drug use and carrying and relationships. There was good sharing of info on counselling services.

Week 5 - 4th October Good evening just chilling and chatting. Two couples now attending and staying stuck together! Mini arm wrestling competition. Conversations about moving house, room allocations and smoking. Also rumour about teenage pregnancy.

Week 6 - 11th October Busy night watching YouTube clips as a group, chatting and doing space quiz. Conversations about friendships, reputations, making up, illness, definitions of communism and socialism and use of words like slut. One-to-one about medical issues and helping two young people resolve argument.

Week 7 - 18th October Cold but busy night. Lots of noodles sold. A few played games consoles and tackled the anti slave trade quiz. There were a few new members. Conversations about avoiding confrontation, college, GCSE results, drugs (weed), friendships, tattoos and piercings.

Half term

Week 8 - 1st November Busy session with incident outside that required staff to ring home for parent to visit. Enjoyed colouring, music and videos. Conversations about being away for 2 weeks, remodelling garden for ill sister, medication, theme parks and dangers of smoking. One-to-one about counselling and self-harm.

Week 9 - 8th November Busy night with a few older ones returning for visit. Conversations about race, colour, volunteering, death, use of words, being mixed race/black and skin colour and plans for college. One to ones about receiving counselling, issues with family and self-harm.

Week 10 - 15th November Enjoyed doing anti bullying quiz and sitting and chatting. Also listened to music and played on games consoles. Conversations about anxiety diagnosis, school support systems, shoes, cars, sexual health, rape, self-harm, suicide of friend and sexuality.

Week 11 - 22nd November Cancelled due to staff sickness

Week 12 - 29th November Busy session enjoying craft, listening to music and games consoles. Disagreement between young people and other young people outside the bus, had to be monitored and dad came to collect. Conversations about building work at home, moving house, Christmas plans, school, trouble at school and dads (good and bad).

Week 12 - 6th December Cancelled due to event at primary school means no access

Week 13 - 13th December Cancelled due to event at primary school means no access

19L/006. Colts Tournament

Event planned for Sunday 26th May, last bank holiday weekend in May.

Parking – if front field not available due to cranes or building equipment then would only have F2 and F3, and F2 would be being used for Cricket therefore not sure where could fit the parking and pitches? Possibly fit the pitches on field 2, but then it is how we get the cars to F3, however if F1 would be free and we can fit all pitches on then that would be great?

Hall – use this for refreshments, selling food, hot and cold drinks and somewhere for people to get a break from the sun if it is very hot.

Toilets – would need access to some toilets male and female.

Power – run tea urns on the day and fridges so would need somewhere to be able to power these, not sure what power output the cabins would have?

19L/007. 4 year plan

Several years ago, we developed a prioritised list of projects to implement over the Council's period in office, based on suggestions in the Vision Plan and Neighbourhood Plan surveys.

Many of those projects have been completed, are in hand or have been abandoned.

Is it time to conduct a survey of resident "wish-lists" for the coming years and, if so, what form and extent of survey is appropriate?

2017/8 CALF Capital Project Ideas	Facility	1st Cost	In Draft NP?
VH 50 4-zone 2-Floor Rebuild with extra CPs and paths to SP and CSP	CF	£2,500,000	Yes
All-weather floodlit basketball, netball, tennis MUGA	OS	£250,000	Yes
Additional / alternative land at Rec 4th field N ha?	OS	£100,000	Yes
Medical/Day Centre (Feasibility study > Planning Application > Design >	CF	£30,000	Yes
Footpaths around village	OS	£30,000	Yes
Nature Trail and pond - Broad Lane Rec / Amenity Area?	OS	£10,000	Yes
Fen Reeves - car parking	OS	£10,000	Yes
Drainage of 3rd field	OS	£5,000	Yes
Main Field Floodlighting	OS	£20,000	
Brenda Gautrey Way 20m * 20m LEAP	OS	£10,000	
Tenison Manor tree belt -phase 2	OS	£6,000	
Skatepark extension and floodlighting	OS	£5,000	
Minor Sports Improvements (what? where?)	OS	£3,000	
Replacement LED floodlights for the training ground.	OS	£3,000	
Mobile goalposts	OS	£3,000	
Minor Improvement Works (Village Sign, War Memorial, Notice Boards, Orchard,	OS	£2,000	
		£2,987,000	

19L/008. Sheltered Communal Room Review

Dear Sirs

Sheltered Communal Room Review – Cottenham

I am writing to you as the Council's Tenant Scrutiny Team recently undertook a review of the communal rooms on our sheltered housing schemes.

Following this we have decided to undertake a more in depth consultation with residents and external agencies regarding communal room usage and what options may be available for their future. This will enable us to gain a greater insight into the reasons why some communal rooms are used and others aren't. We are interested in your opinion as an external agency as to whether you make use of one (or more) of our communal rooms and if so, for what purpose. Equally, if you don't, what are the reasons for this and would it be something you would consider for future use. For your information we have sheltered communal rooms located at Stevens Close, Franklin Gardens and Coolidge Gardens.

We are keen to find out the impact on your organisation if we were to make the communal rooms more commercially available for the community and in what way this might be a benefit/detriment to your organisation. Equally if the communal room closed what impact would this have on your own use and in your opinion the wider community?

Attached is a questionnaire that we would be grateful if you would complete from your viewpoint, giving details of your usage of the communal room and the reasons why you do or do not use it. We'd also be interested in your opinion of what you would like to see happen with the communal room going forward.

Please return the attached questionnaire by the **Friday 1st February**.

We would also like to invite you to an informal open day at Cottenham on the 12th & 13th February to meet with staff who will be happy to chat with you and answer any questions you may have. There will be free tea/coffee and biscuits. The event will run on the following days:

12th February 10am – 12pm at the communal room at Stevens Close

12th February 1pm – 3pm at the communal room at Franklin Gardens

13th February 10.30am – 12pm at the communal room at Coolidge Gardens

I would be grateful if you could indicate which session(s) you will be attending on the return questionnaire.
Yours sincerely

Kate Swan
Project Lead

Communal Room Survey:
Stevens Close, Franklin Gardens & Coolidge Gardens, Cottenham

Questionnaire

1. Are you aware of the communal room and facilities at these sites? Y / N
2. Do you make use of these facilities? Y / N
3. If yes, please list which room, what you use the facility for and how often per week/month:
4. If you don't, would this be a facility you would consider using in the future and if so, which room would interest you the most?
5. If no, please give your reasons:
6. What other areas might you want to use the facility for?
7. If you use these facilities please give your opinion and ideas for improvement:
8. What activities could you use the communal rooms for?
9. If the Council made the rooms available to the wider community would this impact your organisation and if so, in what way?
10. The Council currently charges a nominal fee for the use of this room and are reviewing our charges. What would you consider to be a reasonable hourly fee for this facility?
11. If the Council were to change the use of one of communal rooms or even close a communal room would this impact you or your organisation?
12. Please offer any further thoughts on the communal room facilities at these schemes:

Organisation name:

Address:

Contact person:

Contact phone number:

19L/009. User Contracts

GENERAL REQUIREMENTS

Use of Premises

The Partner shall not use the premises for any purpose other than that described in the Hiring Agreement and shall not sub-hire or use the premises or allow the premises to be used for any unlawful purpose or in any unlawful way nor do anything or bring onto the premises anything which may endanger the same or render invalid any insurance policies in respect thereof nor allow the consumption of alcohol thereon without prior written permission.

Partners responsibility

The Partner will during the period of hire be responsible for supervision of the premises, the fabric and the contents, their care and safety from damage and the behaviour of all persons using the premises

Indemnity

The Partner shall indemnify the Parish Council against death injury damage or loss which may occur as a result of the hiring or any claim resulting from the hiring of the premises including the cost of repair or any damage done to any part of the property including the curtilage thereof or the contents of the buildings.

Insurance

A valid Public Liability insurance policy with a Limit of Liability of not less than £2 million must be held with an insurance company or underwriter of repute and the signing of the Hiring Agreement will be taken as confirmation that such policies are held and will be produced to the Parish Clerk for inspection together with a copy of the last renewal receipt. In the case of non-commercial hiring and with prior permission from the Parish Council, it may be possible to extend the Council's own insurance to cover the event.

Use of kitchen

The Partner shall, if preparing, serving or selling food, observe all relevant food health and hygiene legislation and regulations.

Smoking

The Partner shall comply with the prohibition of smoking in public places provisions of the Health Act 2006 and regulations made there under.

Damage/repair

All damages and repairs required to be reported to the Clerk and to be logged in the Damage/Repairs book.

Gaming, Betting and Lotteries

The Partner shall ensure that nothing is done on or in relation to the premises in contravention of the law relating to gaming, betting and lotteries.

Public Safety Compliance

The Partner shall comply with all conditions and regulations made in respect of the premises by the Fire Authority, Local Authority, Licensing Authority or otherwise, particularly in connection with any event which constitutes regulated entertainment, at which alcohol is sold or provided or which is attended by children. In advance of an entertainment or play the Partner shall check the following items:

- That all fire exits are unlocked and panic bolts in good working order.
- That all escape routes are free of obstruction and can be safely used.
- That any fire doors are not wedged open.
- That exit signs are illuminated.
- That there are no obvious fire hazards on the premises.

Means of Escape

- a) All means of exit from the premises must be kept free from obstruction and immediately available for instant free public exit.
- b) The emergency lighting supply illuminating all exit signs and routes must be turned on during the whole of the time the premises are occupied (if not operated by an automatic mains failure switching device).
- c) The Partner must familiarise themselves with the location of all fire exits and fire fighting equipment, and must observe any fire alarm.

Outbreaks of Fire

The Fire Brigade shall be called to any outbreak of fire, however slight, and details thereof shall be given to the Parish Clerk.

Electrical Appliance Safety

The Partner shall ensure that any electrical appliances brought by them to the premises and used there shall be safe, in good working order, and used in a safe manner in accordance with the Electricity at Work Regulations 1989. Where a residual circuit breaker is provided the Partner must make use of it in the interests of public safety. The Partner shall ensure that any commercial electrical equipment brought into the hall and used by the Partner has been tested by a qualified person during the past twelve months and will not exceed 7kW in electrical demand and no more than 2kW from any one socket.

Accidents and Dangerous Occurrences

The Partner must report all accidents involving injury to the Parish Clerk **as soon as possible** and complete the relevant section in the Village Hall's accident book. Any failure of equipment belonging to the Parish Council or brought in by the Partner must also be reported **as soon as possible**. Certain types of accident or injury must be reported formally to the Health & Safety Executive by the Parish Clerk in accordance with the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR).

Explosives and Flammable Substances

The Partner shall ensure that:

- (a) Highly flammable substances are not brought into, or used in any part of the premises and that
- (b) No internal decorations of a combustible nature (e.g. polystyrene, cotton wool) shall be erected without the consent of the Council. No decorations are to be put up near light fittings or heaters.

Heating

The Partner shall ensure that no unauthorised heating appliances shall be used on the premises when open to the public without the consent of the Parish Council. Portable Liquefied Propane Gas (LPG) heating appliances shall not be used.

Drunk and Disorderly Behaviour and Supply of Illegal Drugs

The Partner shall ensure that in order to avoid disturbing neighbours to the hall and avoid violent or criminal behaviour, care shall be taken to avoid excessive consumption of alcohol. Drunk and disorderly behaviour shall not be permitted either on the premises or in its immediate vicinity. Alcohol shall not be served to any person suspected of being drunk nor to any person suspected of being under the age of 18. Any person suspected of being drunk, under the influence of drugs or who is behaving in a violent or disorderly way shall be required to leave the premises. No illegal drugs may be brought onto the premises.

Animals

The Partner shall ensure that no animals (including birds) except assistance dogs are brought into the premises, other than for a special event agreed to by the Parish Council. No animals whatsoever are to enter the kitchen at any time.

Compliance with The Children Act 2004

The Partner shall ensure that any activities for children under eight years of age comply with the provisions of The Children Act of 2004 and that only fit and proper persons who have passed the appropriate Disclosure & Barring Service checks have access to the children (checks may also apply where children over eight and vulnerable adults are taking part in activities). The Partner shall provide the Parish Council with a copy of their Child Protection Policy on request.

Fly Posting

The Partner shall not carry out or permit fly posting or any other form of unauthorised advertisements for any event taking place at the premises, and shall indemnify and keep indemnified the Parish Council accordingly against all actions, claims and proceedings arising from any breach of this condition. Failure to observe this condition may lead to prosecution by the local authority.

Dangerous and unsuitable Performances

Performances involving danger to the public, or of a sexually explicit nature, shall not be given.

Films, Videos and Video Games

Children shall be restricted from viewing age-restricted films, videos or playing video games classified according to the recommendations of the British Board of Film Classification or Video Standards Council.

End of Session

The Partner shall be responsible for leaving the premises and surrounding area in a clean and tidy condition, properly locked and secured unless directed otherwise and any contents temporarily removed from their usual positions properly replaced, otherwise the Parish Council shall be at liberty to make an additional charge.

Noise

The Partner shall ensure that the minimum of noise is made on arrival and departure, particularly late at night and early in the morning. The Partner shall, if using sound amplification equipment, make use of any noise limitation device provided at the premises and comply with any other licensing condition for the premises.

Stored Equipment

Cottenham Parish Council accepts no responsibility for any stored equipment or other property brought on to or left at the premises, and all liability for loss or damage is hereby excluded. All equipment and other property (other than stored equipment) must be removed at the end of each hiring or fees will be charged for each day or part of a day at the hire fee per hiring until the same is removed.

Cottenham Parish Council may, in its discretion in any of the following circumstances, namely-

- (a) in respect of stored equipment, failure by the Partner either to pay any storage charges due and payable or to remove the same within 7 days after the agreed storage period has ended
- (b) in respect of any other property brought on to the premises for the purposes of the hiring, failure by the Partner to remove the same within 7 days after the hiring dispose of any such items by sale or otherwise on such terms and conditions as it thinks fit, and charge the Partner any costs incurred in storing and selling or otherwise disposing of the same.

No Alterations

No alterations or additions may be made to the premises nor may any fixtures be installed or placards, decorations or other articles be attached in any way to any part of the premises without the prior written approval of the Parish Clerk. Any alteration, fixture or fitting or attachment so approved shall at the discretion of the Parish Council remain in the premises at the end of the hiring. It will become the property of the Parish Council unless removed by the Partner who must make good to the satisfaction of the Council any damage caused to the premises by such removal.

Cancellation

If the Partner wishes to cancel the booking before the date of the event and the Parish Council is unable to conclude a replacement booking, the question of the payment or the repayment of the fee shall be at the discretion of the Parish Council. The Parish Council reserves the right to cancel this hiring by written notice to the Partner in the event of:

- a) the premises being required for use as a Polling Station for a Parliamentary or Local Government election or by-election
- b) the Parish Council reasonably considering that
 - i. such hiring will lead to a breach of licensing conditions, if applicable, or other legal or statutory requirements, or
 - ii. unlawful or unsuitable activities will take place at the premises as a result of this hiring
 - iii. a Partner is in breach of any conditions of hire and/or in the interest of public safety.
- c) the premises becoming unfit for the use intended by the Partner
- d) an emergency requiring use of the premises as a shelter for the victims of flooding, snowstorm, fire, explosion or those at risk of these or similar disasters.

In any such case the Partner shall be entitled to a refund of any funds already paid, but the Parish Council shall not be liable to the Partner for any resulting direct or indirect loss or damages whatsoever.

No Rights

The Hiring Agreement constitutes permission only to use the premises and confers no tenancy or other right of occupation on the Partner.

19L/010. Youth provision

Amount of grant requested	£2400
For what purpose or project is the grant requested?	A 10-week Babysitting Course and A 10-week Generation Game Project
What will be the total cost of the above project?	£1100 Babysitting Course £1300 Generation Game Project
If the total cost of the project is more than the grant, how will the residue be financed?	With a £15 contribution from parents.
Have you applied for grant for the same project to another organisation? If so, which organisation and how much?	No
Who will benefit from the project?	Up to 15 young people can attend the course. Babysitters will then be available to local families in Cottenham to help with childcare. The Generation Game participants will take up voluntary placements with older people in Cottenham.

I have been running the babysitting course in Histon nearly every term for over 8 years. I always have a waiting list of young people wishing to complete the course – upon which there are 15 young people at a time. Histon and Impington Parish Council fund each and every one of these courses and they are always a success. Young people have gone on to babysit for local families and young families now advertise for someone to babysit who has completed the course. There is also a babysitting Facebook page in Histon upon which requests are made for ‘qualified’ young people to babysit.

Young people are taught to draw up a contract with the family they sit for. Obtaining crucial information, prior to babysitting, which would be used in an emergency situation. It also goes into detail about each child; their likes and dislikes; their bedtime routines and what to do in a challenging situation.

The babysitting course covers many different areas and leaves young people feeling confident to be a safe babysitter.

I have run this course in Cottenham. We used The Tony Cooper Suite. Had the full 15 young people and can happily report they are all babysitting now. If you prefer, we can advertise this course for ‘young people who live in Cottenham’ and not just for young people who go to CVC. This means that Cottenham itself benefit from all 15 qualified babysitters.

Young people also used it to complete their Bronze Duke of Edinburgh Skill Section.

The Generation Game project is another successful 10-week course. I have successfully run this course 4 times now. We have secured funding from the Department of Education to run this course in 9 villages in East Cambs and Fenland over the next 2 years twice. This has enabled us to offer a 15-hour post to the leader of this course.

I have run the course once in Cottenham – again at CVC. I had 12 young people from Cottenham. 8 of them used it as their Bronze Duke of Edinburgh Skill and a further 6 used it for their Bronze D of E Volunteering.

Young people have visited Cottenham Court and set up a book club there on a Friday afternoon; helped out with tea and games on a Tuesday after school and visited local older people in their homes. It would now be good to enlarge this group of young people so we can expand the volunteering they do and cover a larger area of the village.

We involved a mixture of older people in the course when we ran it last (from the village). They all really enjoyed the experience and were keen to be involved in more projects and work that we carried out. Without the funding, we are unable to move forward with this work.

I worked closely with Care Network on the Cottenham Course and the local Older People's Co-ordinator in Histon. This helped us to build up key links and work out ways of progressing our services to the elderly further.

Care Network are hoping to bring a Generation Game Plus project to Cottenham. This would offer a monthly meet-up for those who feel isolated and lonely. Incorporating all ages across the generations and giving the opportunity for skill share; friendship; and for people to meet new people. We are currently trying to secure the funding to take this project forward.

In Histon you may have heard that they have recruited a Mental Health Co-ordinator; Older People's Co-ordinator and a Dementia Friends Co-ordinator. They have a series of programmes including a befriending scheme that they are setting up.

We need to be concentrating our efforts on the next generation so that we can incorporate them in our community; empower them; develop their skills; offer them opportunities to use their experiences and skills set and put them to good use.

The Generation Game is currently running in Bottisham, Burwell and Soham. The babysitting course is running on a Tuesday evening from 6-7.30pm in Histon.