

COMMUNITY & LEISURE FACILITIES COMMITTEE

AGENDA REPORTS PACK – July 2019

Item 19L/063 – Minutes

DRAFT Community and Leisure Facilities Committee Minutes

Meeting held in Cottenham Village Hall on Tuesday 16th April 2019 at 7.30pm

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

19L/037. Chairman’s Introduction and Apologies – Apologies accepted from Cllrs Morris (holiday), Nicholas (sick), Wilson (holiday), Louise Cooke (Tennis), Andrew King and Eddie Murphy (Rugby).

19L/038. Public participation – Standing Orders to be suspended – None present.

19L/039. To accept Declarations of Interest and Dispensations – None given. Cilla Reid (Tennis) arrived 7.32pm.

19L/040. Minutes – Resolution that the minutes of the Committee meeting held on the 19th March 2019 be signed as a correct record. **RESOLVED.** Karl Miles (Colts) arrived 7.33pm.

19L/041. Reports

- **Clerk report** – Pound Parking: clarification sought over the wording. Agreed Mon-Sat. Broad Lane Old Rec: dog poo signs to be replaced. Mr Miles mentioned a change to local by-laws; Clerk to follow up. Have chased New Life on the Old West project (was expecting information end of March). Litter at Cow Lane/Broad Lane bridleway junction has been reported to SCDC Envirocrime. Histon Road cycle studs work will be done June/June; 130 new studs to be added rather than just replacing broken ones. Welcome pack is going well but final document completion pushed back to end of April due to holidays at SCDC. Defib installation has been chased again. Have had several discussions with the police and they have been undertaking foot patrols of the Rec (including drug searches), Moat and Broad Lane area. Noted that ground already dry on both tennis courts and cricket square; groundsman already having to water.
- **Health & Safety reports** – Report noted. Groundsman to complete repairs. RoSPA inspection due this month.
- **Major developments** – County – sold its Rampton Road development site to This Land on Friday 12th April 2019. The area of land included in the sale excluded the area of land currently leased to the Parish Council. However This Land has an option to acquire the land at a later date. Clerk to query whether there are any conditions relating to the option on the lease. Bellway – have chased re. queries on forthcoming pavement works. No details yet as to when works will commence.
- **Village Hall & Nursery update** – Report noted. Clerk meeting tendering contractors onsite. One tendering contractor has pulled out so W&B to appoint additional company. Tender deadline pushed back to 10th May accordingly.
- **Youth report** – termly report received. Clerk has spoken to Alan Webb regarding drug issues at the Rec and they will do a session with the Bus users accordingly.

19L/042. CPS field – consider potential use of Primary School playing field for football (Colts) – Mr Miles now has the gate measurements and agreement in principle however final details to be agreed. Defer.

19L/043. Tennis for Free 19th May – consider permission for use of Rec Ground courts for ‘Tennis for Free’ event to be held by Cottenham Tennis Club (in conjunction with the LTA) and associated arrangements – Mrs Reid outlined the event, which is an LTA initiative. Agreed that it was a good way to get more interest in the sport and getting more use from our courts. Resolution to permit Tennis for Free event on 19th May, giving free use of the Pavilion (kitchen/toilets/club room) and allow an advertising banner on the Village Green and courts. **RESOLVED.**

19L/044. Cambridge Open Studios banner – Resolution to permit installation of banner on the Green during July on behalf of Cambridge Open Studios. **RESOLVED.**

19L/045. Matters for consideration at the next meeting – CPS Field

19L/046. Date of next meeting – 21st May 2019

19L/047. Close of Meeting – 8.13pm.

Item 19L/064 - Reports

Clerk

Recreation ground

- Several lights along the Pavilion pathway don't work; electrician contacted.
- Tennis courts fencing has been damaged by cricket sight screens. Waiting quote for repair.
- Damage sustained to slide steps and drainage crates at skatepark. Fenland Leisure has been contacted to survey and quote for repairs.
- **Got several end of seasons events coming up: Colts U7/8's 13/7, Colts U11's 13/7, tennis 7/9**
- **Bowls Club have large event on 31/8. Visitors are arriving by coach which will be parked in same location used by the Connections Bus.**
- **Followed up issue with Bowls Club re. parking in front of emergency access gate.**
- **Roof repairs to Ladybirds authorised and work will be undertaken over the summer holidays.**

Village Hall

- **Pump at Pavilion has broken light; repair scheduled for 26th July**
- All sports clubs have been contacted to check/remove old equipment from the tunnel and changing rooms before the end of July.

Misc admin

- Need to purchase metered standpipe for village sign. Groundsman has cleared flower bed ready for replanting but unable to do so until we have a water source.
- Quotes being obtained for paint repairs to bench at the balancing pond.
- Eco Control carried out injection of Knotweed 25th June. Next due August and October.
- **Fly tipping in BGW ditch reported to SCDC.**
- **Have liaised with PCSO regarding issues with mopeds and ASB. He will speak to the Neighbourhood Police Officer regarding patrols.**

Health & Safety report

Playground Inspection Checklist

Cottenham Parish Council

Site: Cottenham Recreation Ground

Date of Inspection: 10th July 2019

Person/s carrying out Inspection:

Cllr 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: Cllr John Wilson

Councillors Signatures:

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Dated: 10 July 2019
Next Inspection September 2019

Matters needing attention

1. Himalayan Uniplay: quote required for replacing chains and straps
2. Big slide: Step 6 from bottom to be replaced
3. Toddler area: hole has reappeared at far end gate (soil is on top of the Play Train); maybe a concrete paving slab would help
4. I was asked by a resident when the disabled swing would be replaced

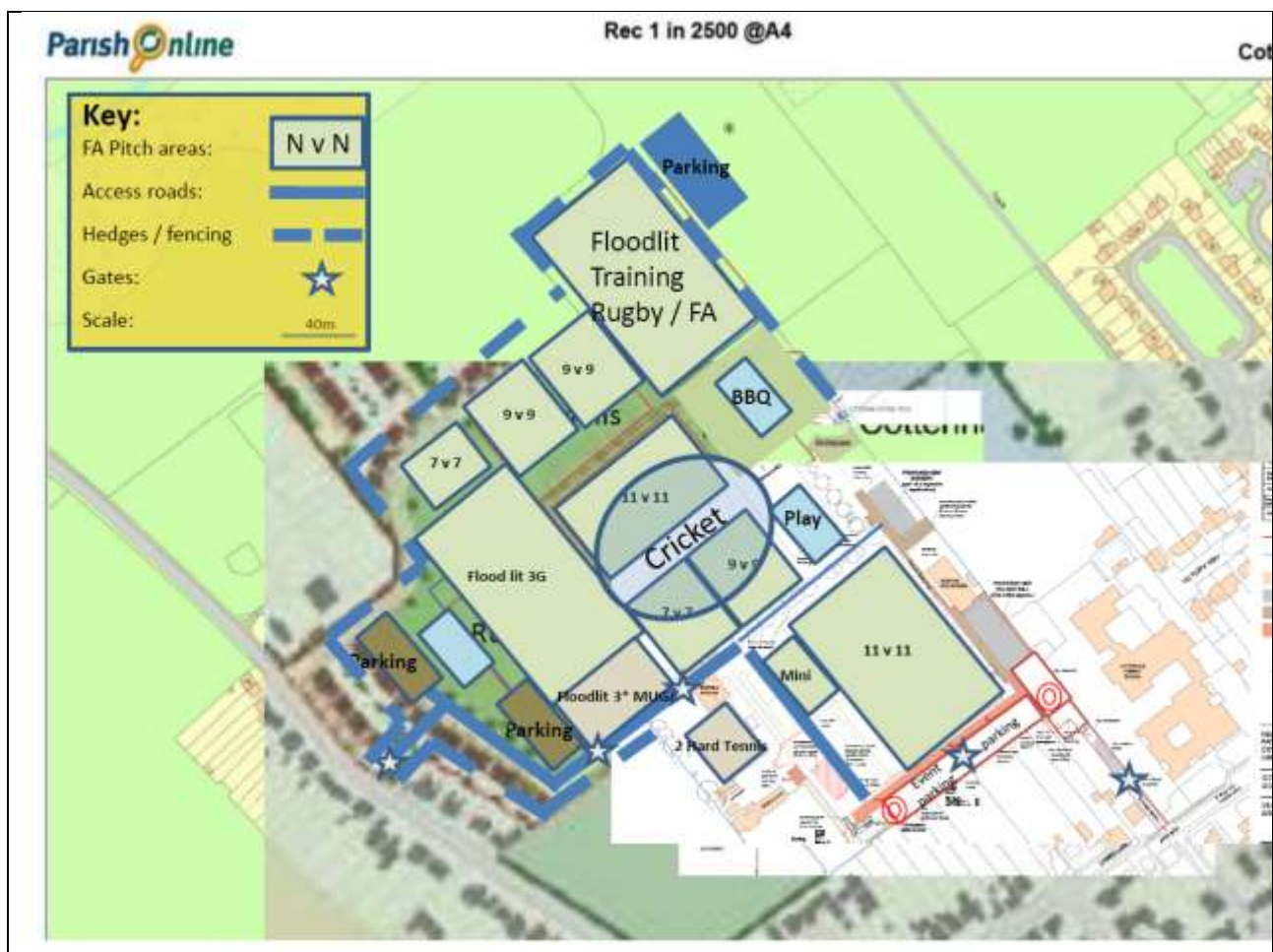
Major Building Developments

Bellway are finalising works on the highway changes that move Oakington Road a metre or so to the south-west to make room for a combined footway/cycle (and ditch) on the development side of the road. Some market homes are complete and a batch of 20 affordable homes are due to be handed over shortly. No s106 contributions have yet been made, although some are now overdue. Stage 2 roadworks (between The Rowells and Histon Road) to widen the existing footway on the north side to allow shared walking and cycling is scheduled to be completed by 1st September.

Persimmon is working through sign off of its conditions, especially for surface water drainage. Apart from the 121 houses permitted on site, they will undertake the radical re-engineering of the Oakington Road/Rampton Road roundabout and various traffic-calming measures along those roads later this year.

Gladman has exchanged contracts with Redrow and expects to meet its 9th August deadline for submission of an acceptable Reserved Matter application for up to 200 houses.

This-Land met us several times in an attempt to find an acceptable way to meet both their and our concerns. The meetings were constructive and the proposals seemed to align closely with our aspirations for development of the space. However, problems have now emerged and the talks stalled. The problem could be due to planning obstructions to encroachment into Les King Wood, the proposed housing density, acceptability of a floodlit, all-weather surface, arrangements for a Primary School extension etc. We will need to consider prioritising our needs before This Land submit a pre-application discussion with SCDC and Reserved Matters application. Currently these are:



Village Hall/Nursery update

Following receipt of six sets of tenders for the project, none of which were affordable within our debt envelope of “borrowing up to £2.8 million for up to thirty years, financed by the supplementary precept of £1/week/Band D home etc.” a “value engineering “ exercise has been undertaken involving representatives from our architects, consulting engineers and the preferred builder.

The exercise reviewed the various features and functionalities, testing whether each is really necessary and/or can be achieved more cost-effectively in some other way, while retaining the general appearance and functionality of the design, even if the long-term capacity may have to be restricted in some way.

A long list of suggestions is being evaluated alongside a closer look at contributions from our financial reserves, probable s106 developer contributions, borrowing powers, possible grants and likely net income to see if the gap can be closed sufficiently to bring a modified proposal to Council over the summer.

A key suggestion is to reduce the Hall footprint accompanied by some internal layout changes. This will affect our planning permission but we have been advised by SCDC development controllers that this is can be treated as a “variation of condition” rather than full re-application and can be dealt with under delegated powers rather than referral to Planning Committee.

We expect the suggested reductions to be referred to our preferred builder for re-appraisal in late July, with a revised pricing available in late August.

Youth update

The last term session was on Thurs 11 July. Thurs 18 July – no session as primary school have their fete and they can't get the bus near the area let alone down the driveway.

Summer sessions start Wed 24 July 7-9pm with last session on Wed 28 August
Autumn term will then start on Thurs 5 September.

Attendance records for youth provision during the first half of the term.

Week beginning

22 Apr – 25

29 Apr – 43

6 May – 30

13 May – 28

20 May – cancelled due to lack of staff

We also have 12 young people doing the babysitting course.

19L/065. CPS field

Quotes to follow.

19L/066. 11v11 goals

CUFC and Colts have discussed the old adult goals (2 sets) that currently live in the tank and are no longer used as we have 2 sets of wheeled adult goals.

They would like to sell/dispose of them and split the proceeds between adults and colts teams.

Although it is likely that the Parish Council contributed to their cost, they do not appear on the current asset register so we can assume that funding was by way of a grant and make no claim on any sale proceeds.

19L/067. SCDC Fly-tipping event

As part of their anti fly-tipping campaign SCDC are looking to stage an event. The ultimate aim to is to inform people what they should do when they see fly tipping happen.

Event would happen fairly early in morning and they will obviously clear everything up afterwards.

There are possible legality / criminality issues for CPC and SCDC to consider.

19L/068. Chat bench

A resident has requested that we consider having a 'chat bench' in the village. The idea behind the benches is to combat loneliness. Simply stopping to say "hello" to someone at the 'Chat Bench' could make a huge difference to the vulnerable people in our communities and help to make life a little better for them. It would basically mean installing a sign (can just be laminated) to say 'the happy to chat bench; sit here if you don't mind stopping to say hello'.

19L/069. The Pound

It would appear that although the original dumped car has been removed from The Pound, there is a replacement vehicle flouting the 1 hour waiting times. We need to devise a procedure as to how we deal with these situations under the British Parking Association guidelines.