

COMMUNITY & LEISURE FACILITIES COMMITTEE

AGENDA REPORTS PACK – November 2019

Item 19L/087. – Minutes

Draft Community and Leisure Facilities Committee Minutes

Meeting held in the Village Hall on Tuesday 17th September 2019 at 7.30pm

Present: Cllrs Wilson (Chair), Dewey, Morris, Young, Louise Cooke (Tennis), Peter Hewitt, Noel Hughes (Tennis), Andrew King, Alan Raven (Cricket), Ian Stuchbury (CUFC), Andy Ward (S&SC) and the Clerk and Asst Clerk

In attendance: 4 public (2 Colts, 1 Cricket and 1 Cojags)

19L/073. Chairman's Introduction and Apologies – Apologies accept from Cllr Kidson (holiday).

19L/074. Public participation – Standing Orders to be suspended – None given.

19L/075. To accept Declarations of Interest and Dispensations – none received.

19L/076. Minutes – Minor amend made. Resolution that the minutes of the Committee meeting held on the 16th July 2019 be signed as a correct record. **RESOLVED.**

19L/077. Reports

- **Clerk report** – report noted. Mr Raven is hoping to repair Pound wall next Thursday but will confirm (carpark will need to be closed). DVLA to be contacted regarding car parking longer than permitted hours (need to ascertain ownership). Clerk to contact King & Co to get letter drawn up. Asst Clerk still chasing up Christmas tree suppliers. Mr Stuchbury requested clarification of where the mobile goals should be stored. Groundsman stated that to be safe they need to be stored behind the Pavilion. Mrs Cooke queried the top dressing works to the tennis courts; area behind the base line needs doing too. Groundsman stated that another 2 tons of soil and a bag of grass seed would be required; rough estimate £900. Add to next agenda.
- **Health & Safety reports** – Report noted.
- **Major developments** – Report noted. Cllr Morris and others met with Bellway yesterday to resolve boundary dispute (which is holding up the pavement works). Culvert to be revised. Cojags rep arrived 7.46pm. Oakington Road resurfacing will require a 3 day road closure; date TBC.
- **Village Hall & Nursery update** – Report noted. Cllr Morris outlined the nursery/Village Hall issues.
- **Youth report** – Report noted.

19L/078. Recreation Ground layout – consider the implications of the developer proposal for pitch layout at the Rec (pitches/lights/play area) – Cllr Morris outlined the plans. Standing Orders suspended 8.10pm. Colts rep queried 3G layout. Cllr Morris clarified that there is some specific s106 money towards a 3G pitch, some for open space i.e. sports pitches and some for indoor facilities i.e. new village hall. We're aware there isn't enough land on the current rec per head. Discussion about floodlights. May need to commission work to get plans drawn up for new layouts and may even need a second recreation ground. Could use greenbelt land which is cheaper. Still need space for the play area. Standing Orders reinstated 8.19pm.

19L/079. Verti-draining – Resolution to verti-drain 3x adult football pitches, cricket pitch, tennis courts and part of the 3rd field on the Recreation Ground at a cost of up to £1500. **RESOLVED.** Groundsman advised that rain needed prior to treatment.

19L/079. Banner – Resolution to permit Rampton Christmas Fairies to erect a banner on the corner of the Green. **RESOLVED.**

19L/080. Playground repairs – consider quote for repairs to slide steps on Recreation Ground – It was agreed that a lot of money had been spent on the upkeep of the mound. Discussion regarding looking at alternatives i.e. removal of the mound altogether. Need to weigh up cost of removal and how much play space it creates. Clerk to obtain quotes.

19L/081. Matters for consideration at the next meeting – tennis court maintenance. Mr Stuchbury gave apologies for next meeting.

19L/082. Date of next meeting – 15th October 2019

19L/083. Close of Meeting – 8.37pm.

Item 19L/088 - Reports

Clerk

Recreation ground

- **Pavilion pathway lights have been repaired.**
- Tennis courts fencing has been damaged by cricket sight screens. Waiting quote for repair.
- Damage sustained to slide steps. Fenland Leisure has been contacted to survey and quote for repairs. Quote received. CALF now investigating removal of mound altogether.
- Neighbouring willow tree has fallen onto our fence on 3rd field. Owner contacted accordingly to arrange removal and repair. No response received to date.
- **Cromwell Fire service booked for Ladybirds**
- **Obtaining quote for repairs to window in Ladybirds**

Pavilion

- Nets are getting badly damaged.
- **Issues with users leaving the building open/shutters up.**

Misc admin

- November Issues log distributed separately – see appendix for summary.
- Need to purchase metered standpipe for village sign. Anglian Water have confirmed cost of standpipe to be approx. £69pw. Cottenham Club approached to see if appropriate to install outside tap but unwilling.
- Quotes being obtained for paint repairs to bench at the balancing pond.
- Operation London Bridge – Need to decide location(s) for condolence books. Need to purchase photo frame, black tablecloth and ribbon.
- Need to go through tree inspection reports to check what works are due.
- Carols on the Green – tree now arranged and all other matters are in hand. Sponsorship monies starting to come in.
- New Life on the Old West – ACRE have now submitted their Heritage Lottery fund application and are expecting to hear back by March 2020.
- **King and Co contacted for letter/advice re. parking the The Pound.**

Health & Safety report

Playground Inspection Checklist

Cottenham Parish Council

Site: Cottenham Recreation Ground

Date of Inspection: 7th November 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
- ⤴ Rotator – Bowl (New)
- ⤴ Aerial Runway
- ⤴ Rotator – Pole (New)
- ⤴ Slide – Embankment
- ⤴ Space Net
- ⤴ Himalayan Uniplay
- ⤴ Swing Group
- ⤴ Seats and Picnic Tables
- ⤴ Swings (4 swing Unit)
- ⤴ Single Swing Inclusive
- ⤴ Trim Trail
- ⤴ Waste Bins
- ⤴ General Condition of Area

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 – deep sandy pit near one gate
- ⤴ 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 Mary Kidston

Councillors Signatures:

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**Dated: 7 Nov 2019
Next Inspection December 2019**

Matters needing attention:

1. Slide step no. 6 still missing on mound
2. Estimate needed for removal of mound, as discussed at CALF
3. Hole in ground at gateway between toddler area and main area needs filling
4. Roundabout: wooden outside edge strip needs replacing
5. Skate park: drainage cover (playing field side) needs repairing
6. Need to discuss removal of toddler area and children's safety measure generally when VH/nursery building work commences.

Major Building Developments

- Bellway – 50 homes on Oakington Road; expect to complete by April 2020
 - Frustrated by delays getting approval to complete the footway and road (January?)
- Persimmon -121 homes on Oakington Road
 - On-site;
 - Oakington Road / Rampton Road roundabout upgrade likely to be deferred into summer holiday period but could clash with Histon Road GCP work)
 - CPC invited to identify relocation point for bus stop (referred to Planning Committee)
 - May be able to switch s106 funding for bus shelter maintenance to upgrade of Victory Way “terminus” one.
- Redrow – up to 200 homes on Rampton Road
 - RM application with SCDC – revisions submitted (on Planning Committee agenda)
 - probably at 11th December SCDC Planning Committee (appoint delegate)
- This Land – up to 154 homes on Rampton Road
 - Have pre-app request with SCDC
 - Expect RM submission early in 2020
- Gladman – Care Home
 - Refused permission, partly on mass/scale etc as expected.
 - Discussing “all options” – willing to discuss CPC proposition.
- Histon Road (Cambridge – GCP project);
 - Highways appear to be pressing for tidal flow despite higher costs

Village Hall/Nursery update

- Following the “in principle” decision to go ahead with the combined Village Hall & Nursery project, various actions have been taken to reduce outstanding risks prior to a “pre-contract” meeting on 3rd November.
- CPC has drawn down £2.8 million as a loan to add to the £400K+ Hall/Nursery project fund.
- Cambridgeshire County Council’s Children & Young Persons Committee have approved the recommendation to transfer (up to £800K indexed) s106 Early Years developer contributions to the Nursery element of the project subject to a funding agreement and collaboration with their education team.
- A meeting with SEH French has revised some of the project timing to make site logistics easier; this should make it possible to allow both the Kebab van and, possibly, the Connections Bus to visit, albeit in new locations.
- A “letter of intent” has been issued to SHE French to allow detailed pre-planning to commence with contractor possession expected for 2nd December until late September 2020.
- Liaison with Ladybird Pre-School continues to mitigate issues for them.

Youth update

Attendance figures for the first half of this term.

Week commencing:

2 Sep – 17

9 Sep – 22

16 Sep – 15

23 Sep – cancelled due to staff sickness

30 Sep – 21

7 Oct – cancelled due to staff sickness

14 Oct – 21

19L/089. Medical Centre

- We have received the “statement of facts” from the Neighbourhood Plan Examiner; once these are verified, he should be able to issue his report and recommendations which is likely to recommend that the plan, if modified in line with his recommendations, should be put to referendum in Cottenham parish.
- Then we have to decide with SCDC whether or not to accept his recommendations and move to referendum.
- Improved medical services were a high priority during the survey for the Neighbourhood Plan, which led to inclusion of a “Medical Centre” policy in the draft plan.
- Although discussions have been attempted, these have been fragmented and faltered if not failed altogether thus far.
- We have an opportunity to revitalise those discussions over the coming months:
 - Renewed interest in community funding as a consequence of the NP’s projects.
 - Possible inclusion of money for a feasibility study in our 2020/21 budget
 - Wider range of possible sites for a Centre
 - Possible use of the NP referendum to include a vote on precept-financing
 - Etc
- There are multiple stakeholders:
 - NHS CCG, as “technical buyers” setting specification and paying some of the rent
 - GP practice managements who will be key “user buyers”
 - Cottenham Council Taxpayers who could finance the project
 - CPC which could provide the project capital via PWLB
 - SCDC and the developers who may agree to transfer s106 funds to this project.
 - Etc.