

COMMUNITY & LEISURE FACILITIES COMMITTEE

AGENDA REPORTS PACK – May 2020

Item 20L/032. – Minutes

DRAFT Community and Leisure Facilities Committee Minutes

Meeting held in the Pavilion, Lambs Lane on Tuesday 21st January 2020 at 7.30pm

Present: Cllrs Wilson (Chair), Hewitt, Morris, Louise Cooke (Tennis), Andrew King (Groundsman), Karl Miles (Colts), and the Clerk

In attendance: 1 member of the public

20L/001. Chairman’s Introduction and Apologies – Cllr Young (holiday), Eddie Murphy (Rugby).

20L/002. Public participation – Standing Orders to be suspended – No questions.

20L/003. To accept Declarations of Interest and Dispensations – None given. Mr Raven and Mr Stuchbury arrived 7.32pm.

20L/004. Minutes – Resolution that the minutes of the Committee meeting held on the 17th November 2019 be signed as a correct record. **RESOLVED.**

20L/005. Reports

- **Clerk report** – Report noted. It has been mentioned that the barrier hasn’t been closed overnight; will speak to kebab van owner. Have chased up fallen willow tree. If no response we can possibly get it removed onto the owners land however there is also severe damage to the fence. Skatepark sign has been installed. Groundsman has reported mopeds driving on the 2nd/3rd fields again. Two items of correspondence noted; item from Archaeology Group to go to Full Council in February. Cllr Morris to send copy of Rec/Green tree report to Asst Clerk.
- **Health & Safety reports** – Report noted. Slide step needs repair. New soakaway required for skatepark; Cllr Morris to investigate further.
- **Major developments** – Report noted. Cllr Morris ran through the status of the Post Examination Neighbourhood Plan and its importance going forward.
- **Village Hall & Nursery update** – Report noted.
- **Youth report** – Report noted. Concerns raised regarding drop in attendance numbers.

20L/006. Colts tournament – consider feasibility of holding tournament in May and logistics – Mr Miles stated that the tournament would be moved to CVC for this year.

20L/007. User contracts – consider the status of each user club contract and compliance with terms, including PLI – Cllr Morris stated that the contracts are being revised by FLAC at the moment. Noted that Colts contract needs realigning regarding usage. Users to let Cllr Morris know if there are any issues in the current contracts. Mr Stuchbury is checking whether CUFC has the required PLI in light of recent car park incident.

20L/008. Sport for all/second recreation ground – consider options in context of the Neighbourhood Plan and expected s.106 developer contributions – Cllr Morris ran through report. Option 2 potential diagram of Recreation Ground distributed; need comments from user groups as to what could go on the land. Ran through possible changes to playground and training area layouts. Noted that can’t currently get an adult pitch safely on Field 1 so will be marked as a 7v7 and 9v9 until October (approx. timing). Option 3 will go to Full Council in February.

20L/009. Connections Bus – consider summer bookings and safety of existing location during building works – Discussion regarding value for money of the summer sessions given the drop in numbers, given that summer sessions are traditionally less well attended anyway. Suggestion that CVC may be a better location to promote the Bus and therefore increase numbers plus also a safer option during the building works. Refer to

Full Council for consideration. Mrs Cooke to pass on details of Shredder Skate School to Andrea Cowley.

- 20L/010. Ladybirds** – consider possible areas for building refurbishment – Cllr Morris ran through the list of possible works. Discussion regarding suitable contractors and Cllr Morris to contact accordingly. Mr Stuchbury left the meeting at 9pm.
- 20L/011. Dog poo bins** – consider requesting bigger bin on balancing pond (Broad Lane) – Report noted. Larger bin should encourage more usage. Clerk to contact Waste team at SCDC to request larger bin.
- 20L/012. Les King Wood** – consider flooding and footpath problems – Cllr Hewitt ran through the issues with drainage which has left the front entrance unusable. Noted that the location has extra protection under the Post Examination Draft Neighbourhood Development Plan. Resolution that Cllr Morris writes to This Land regarding the drainage problems at Les King Wood. **RESOLVED.**
- 20L/013. Matters for consideration at the next meeting** – Tennis user figures (report item).
- 20L/014. Date of next meeting** – 17th March 2020
- 20L/015. Close of Meeting** – 9.11pm.

Signed _____ (Chair) Date _____

Item 20L/033 - Reports

CLERKS REPORT – May 2020

Anything in bold is new or an update.

Recreation ground

- Tennis courts fencing has been damaged by cricket sight screens. Waiting quote for repair.
- Groundsman undertaking light works to keep the pitches and tennis courts playable once up and running again.
- **Tennis courts have been re-opened in accordance with government guidelines.**
- **Toddler playground reinstatement and repair to slide step being booked for w/c 29th June.**
- **Have spoken to SEH French regarding skatepark drainage issue. NB: works taking place in the immediate vicinity w/c 22nd June.**
- **Issue with dogs being walked on the Rec from the allotments and Les King Wood.**

Pavilion

- Nets are getting badly damaged.
- Some damage to one of the kitchen shutters and boards on side facing pitch 1.

Misc admin

- **Resident has kindly offered to provide water for the village sign plants; this would be a 12 month trial.**
- Operation London Bridge – Need to decide location(s) for condolence books. Need to purchase 1x photo frames. NB: should there be a death during the Corona lockdown then there will be a private funeral followed by a public memorial once the lockdown has been removed.
- New Life on the Old West – ACRE have been successful with their Heritage Lottery fund application.
- SCDC contacted with request for a larger dog bin for Broad Lane.
- Letter sent to resident regarding access gate across LGS on The Dunnocks.
- The 3 free trees (plus one donated by Cllr Hewitt) have been planted.
- Commemorative Oak on green hasn't survived and requires replacing.
- Consider installation of bike racks in WARG Field – resident request.
- Gate has been stolen from rear access to Fen Reeves. Police notified accordingly. Need to source new gate. Site is also being used as a toilet and requires clean up. SCDC Environmental Health have been contacted accordingly.

Health & Safety report

Playground Inspection Checklist

Cottenham Parish Council

Site: Cottenham Recreation Ground

Date of Inspection: 11th March 2020

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 John Wilson

Councillors Signatures:

.....

**Dated: 11th March 2020
Next Inspection**

Matters needing attention

1. Decision on future placement of small children’s play area: equipment currently dumped beside Nursery
2. Action required re mound and large slide; do we remove completely or do we replace step 6 which has disappeared?
3. Himalayan Uniplay needs new chains and chain covers: estimate required
4. Drain at west side of Skate Park needs digging out and replacing

Playground Inspection Checklist

Cottenham Parish Council

Site: Cottenham Recreation Ground

Date of Inspection: 13 May 2020

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

Equipment in Toddler Area

- ⤴ Kompan Playhouse
- ⤴ 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

Warning Signs and Notices

- ⤴ Present and in good condition

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

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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:.....

Dated: 13 May 2020

Next Inspection June 2020

Matters needing attention

Note: only those items marked in red with asterisk* were inspected, the remainder have been temporarily removed due to construction work

1. Skate Park drain on far side still needs replacing, cover is broken and clogged up.
2. Steps on slide mound: step 6 still missing. Or do we remove mound altogether?

Major Building Developments

Liaison meeting deferred to May 28th

- Bellway (50) Recommencing on-site work; no news yet on footway and road finishing; s106 payments imminent.
- Persimmon (121) recommencing on-site – approx. 4 months delay expected
- Redrow (121) recommencing on-site – approx. 4 months delay expected
- This Land (145) RM process under way with “NP-compliance” under discussion

County Council Funding Agreement to be signed off shortly to enable Early Years s106 funding to commence.

Village Hall/Nursery update

- Work resumed on 22nd April – 2 to 3 months delay to completion anticipated. Not all suppliers are back so it will be a slow start up. Will be further unknown delays i.e. increased manufacturing lead times.
- Basic structures now in place. Hall – getting prepared for slab works and the first floor planking will commence in the next month. Nursery – brickies on site to start masonry work/superstructure.
- SEH French are reviewing all risk assessments and site operating procedures.
- Working party (Cllrs Morris, Jones, the Clerk and RFO) ‘meeting’ to look at and agree samples (1st and 2nd choice).
- Monthly project meeting held on 30th April.
- Nursery Operator Selection process to begin shortly with CCC – Zoom meeting held 7th May with the County Council Education Team.

Youth update

Numbers

There have been 9 youth club sessions run this term and we have seen 53 young people.

Age	11	12	13	14	15	16	17	18	19
No. Male			2	2	4	7	12	6	1
No. Female		1		2	6	6	2	3	1

Session	1	2	3	4	5	6		7	8	9	10	11	12
Attendance	22	20	19	26	22	30	Half term	18	23	26	Cancelled		

Reports

Week 1 – 9th January

Very wet evening. Had to use lay-by because of building works at hall. Visit from police before session explaining that they were out following up on reports of drug dealing. Lots of conversations catching up after Christmas break. These included work getting harder, more responsibility, smoking, weed being sold via snapchat, nerdy young people starting to use weed, being hit by parents when younger, pregnant friends, boxing, helping with anger management and abortion limits. Rumours of weed being smoked but no evidence.

Week 2 – 16th January

Enjoyed sitting around chatting with each other and staff. One occasion, moped was driven on to pavement to park, young person was warned that it was dangerous. Good conversations about work, apprenticeships, GCSE aims, college courses, cycling, cars, car meets, boxing, lack of sleep, being grounded for smoking and having trouble going to school

Week 3 – 23rd January

Lots of coming and going for kebab van, shop and smoking. Conversations about weather, playing in snow, hurt back (advised seeing doctor), family dinner, school, smoking, boxing, being more healthy, fight with teacher, family relationships and drugs

Week 4 – 30th January

Enjoyed having other bus this week. Played own music and chatted. Conversations about school, GCSEs, keeping up study between schools, sex education, TV, health problems and birthday presents. One-to-ones about exclusion, moving in with grandmother and addiction to energy drinks.

Week 5 – 6th February

Busy night with lots of conversations about types of travellers, origins, motorbikes and driving in cold weather. Appeared to be smell of weed on some that returned to bus later, they were warned about this.

Week 6 – 13th Feb

Busy start then older group wondered off leaving just younger ones on the bus. Returned later. Enjoyed doing word search and internet safety quiz. Conversations about weed, headaches, seeing GP, reasons for picking school subjects and relationships.

Half term

Week 7 – 27th Feb

Good chilled session. Enjoyed making Shrinkies key rings. Conversations about mock exams, driving, passing test, relationships, alcohol, smoking, horse riding, boxing training, car meets, work and housing issues.

Week 8 – 5th March

Good calmer session enjoying making bead bracelets (excellent concentration from some who struggle normally), researching Fairtrade quiz answers and listening to music. Conversations about school exclusion, future careers, dangers of smoking, dangers of energy drinks, learning to drive, self-harm, music tastes, living in USA, parents and teachers.

Week 9 – 12th March

Good session with the return of some who had not been for a while and couple of new members from traveller community. Enjoyed making badges and a few did tobacco quiz. Some time spent assisting with business studies revision. Conversations about school, studying, boxing club, being more studious, corona virus, effect on sport, racist language (had to be warned), being excluded and doing apprenticeship in place of school. Young person in car tried blocking in other young person in car but staff sorted.

From 17 March 2020, all Connections Bus Project activities were suspended due to government guidelines relating to the Corona Virus. Young people were notified and given contact numbers, Facebook and website pages through which support can be sort until recommencement of face-to-face services.

Generation Game

Session	1	2	3
Attendance	6	6	6

Reports

Week 1 – 25th Feb

Young people interacted really well, completing group agreement, older person questionnaires etc. Youngperson said they liked being a smaller group as chance to speak and get to know each other well. Interested in volunteering at Cottenham Court.

Week 2 – 3rd March

Fabulous session discussing how to be a good visitor. Great interaction. Young people commented on how sad it was that only 6 from school of 800 signed up for course.

Week 3 – 10th March

Excellent Dementia Friends session with really interesting questions from young people. Conversations about inoculations at school, fainting and volunteering.

This course will be picked up again once we are able to continue face-to-face youth work. In the meantime the young people are being supported to do some of the work remotely and are being encouraged to contact local care homes to see if there is anything they can do to help without visiting.

Tennis user figures

Recommendations for Tennis Courts at Cottenham Recreation Ground

1. Cottenham Tennis Club (CTC) would like to work together with the Parish Council (PC) to construct 3 tennis courts for the community and to provide a home for a tennis club. The club suggests:

- 3 good quality, floodlit, all-weather tennis-only courts for the local community at the Recreation Ground.
- The courts should be two-tone, ie the court area one colour and the surrounding court surface another.
- Situated on the new site between Rampthill Farm and the Allotments.
- North/South orientation.
- A small club house or space for one, with water, toilet and electricity supply. Or shared use of the existing sports pavilion.
- A storage space for training, match and maintenance equipment.
- A green space for spectators, family, team and club members to watch from or sit while waiting for a court. Some of this should be in the shade.
- Some kind of planting to act as a windbreak, in the form of bushes, which will neither overhang the courts, shade them or cause root damage.
- A hitting/training wall.
- Access to toilet facilities.
- Parking for 12 cars.
- Appropriate signage from the road and on the Rec indicating the presence of tennis courts and the tennis club.
- If tennis-only is not an option then multi-use with netball would be feasible in terms of court size and playing surface. Courts can be built with storage sockets for nets and poles when not in use to make multi-use easier and to preserve the equipment for longer. Other sports are not compatible with tennis and netball. In this case the two-tone court option will be crucial to avoid confusion over the lines, common with multi-use courts.

2. Usage:

- General public.
- Tennis club sole use at agreed times for community coaching, club night, team practice and matches.
- Tennis club use of the club house/pavilion – used during community coaching, holiday clubs, matches, club nights, fundraising and tennis for free events.
- Professional & club volunteer coaches to deliver a comprehensive coaching programme to the community for members and non-members alike. No court hire fee as coaching would be during club hours, which are already paid for by the membership fee.
- Primary school & pre-school.
- Other local groups e.g. Scouts, Guides, Youth Club, Forever Active e.g. Walking Tennis for over 60s.

3. Reasons for the courts being tennis use only:

- Because courts, nets and fencing get damaged too quickly with multi-use courts.
- To provide a “home” for Cottenham Tennis Club and a social hub for members and the local community.
- To open up funding possibilities.
- To ensure the public have easy access all year to high quality tennis courts.

4. Reasons for floodlighting:

- Many more playing hours per year.
- Essential for matches all year.
- Attracts more members.
- Funding possibilities increase with a project where maximum use is made of facilities.

5. Reasons for all-weather courts rather than grass:

- Get more than double the use of grass courts.
- Usable in poor weather.
- Less maintenance.

6. Reason for 3 adjacent courts:

- Evidence shows that a club needs 3-4 courts to grow and be successful and therefore be sustainable.
- So that combinations of public use, coaching, matches, club night, team training or holiday clubs can be run alongside each other concurrently, thereby increasing potential usage.
- Coaching and matches require a minimum of two courts.
- Funding possibilities increase with more sustainable projects, ie projects that serve the community and will grow over time.

7. Suggested charges & structure:

Option 1

- The Parish Council charge the club an amount each year, payable out of club memberships.
- The Parish Council are responsible for maintenance, repairs and insurance.
- Club members use the courts for free at all time.
- The public can use the courts for the majority share, apart from during hours pre-booked by the club.
- The public hire courts at an agreed cost, bookable through the Parish Council. Usual fee for community courts is £5 each/hour. The Parish Council would take this money.
- Money would need to be ring-fenced for maintenance and future repairs.

Option 2

- The Parish Council grant the club a 25 year lease on the land, the club pay the Parish Council a peppercorn rent.
- The club takes on all maintenance, repairs and insurance responsibilities and costs.
- Club members use the courts for free at all times.
- The public can use the courts for the majority share, apart from during hours pre-booked by the club.
- The public can hire courts at an agreed cost, bookable via the Tennis Club. Usual fee for good courts is £5 each/hour. The club would take this money.
- Money would need to be ring-fenced for maintenance and future repairs.

We can look at these in more detail or adapt these.
 Decisions on whether to leave the courts open or locked need to be taken.
 Decisions on whether to charge the public to use the courts need to be taken.

8. Court dimensions (LTA minimum):

- 1 court – 34.75 x 17.07m
- 2 courts – 34.75 x 31.70m
- 3 courts – 34.75 x 46.33m
- 4 courts – 34.75 x 60.96m

This allows 5.49m rear run back behind the baseline, which is the LTA recommended minimum.

TOTAL AREA OF COURTS	m2	ft2	acres
2 courts	1,227	13,200	0.30
3 courts	1,784	19,200	0.44
4 courts	2,342	25,200	0.58

Allow 0.5m all around of flat land for drainage.

Allow 3m on two sides for planting as a wind break?

Allow viewing strip on one long side of at least 3m?

Allow 1m on 4th side for access for maintenance

Allow for storage shed enclosure 7 x 5m minimum or club house 10m x 10m?

Allow for training/hitting wall

9. LTA recommended **annual** sinking fund:

- 1 macadam court £1,200
- 1 floodlight £600

- 2 courts £2,400-£3,600
- 3 courts £3,600-£5,400

10. Estimated use of grass courts, May-September 2019:

- As the grass courts are not run by the club it is extremely difficult to estimate court usage.
- The grass courts were used approximately 26 times over the summer months by people I know – that’s about 5 or 6 different families so at least 52 people on the courts.
- This is a small number but probably a dramatic increase since last year, partly thanks to the refurbishments and partly due to the tennis club promoting their use with Tennis for Free and social media.
- No club members used the grass courts as the courts are not up to club standard.

11. Predicted future use of grass courts if maintained to club standard:

- An additional 45 people every week would be using the courts if all club activities were able to be at the grass courts.

- According to LTA figures there is a 44% take up of tennis from the Tennis for Free days.
- 60 people attend our 2 tennis for free events this year, which in theory should add another 26 players
- This will only ever happen if the courts, facilities and coaching programme are attractive enough. We have the coaching programme but inadequate courts and facilities.

12. Estimate of people who currently travel elsewhere to use courts during the day year round:

- This is very difficult to estimate as the club don't control bookings or know everyone in the village.
- There are older people in the village who use courts during the day.
- I know of at least 8, who play elsewhere because of the lack of facilities during the day in Cottenham.
- I know of at least 4 families who play elsewhere because the facilities CTC can offer are not good enough and their level of play is not catered for in Cottenham – the best players will always drift towards Cambridge based clubs but if we had better facilities some of them might stay.

13. Current use by club members of the Sports Centre courts:

Club members have free use of the courts at the Sports Centre included in their membership fee, as follows:

Wednesdays	6.30-9.30pm
Thursdays	5.00-9.30pm
Saturdays	10.30am-4.30pm
TOTAL	13.5 hours/week

45 people use the courts weekly. This includes coaching, matches, club night and team training.

<u>Use</u>	<u>Day</u>	<u>Time</u>	<u>Numbers attending</u>	<u>Weeks per year</u>	<u>Hours per year</u>
Club night	Wednesdays	7.30-9.30pm	4-16 (average 8/wk)	50	100
Coaching	Thursdays	5-7pm	12/wk	36	66
Matches	Thursdays	6.30-9.30pm	8/wk (144 total/yr)	18	36
Team practice	Thursdays	7-8.30pm	4/wk	10	15
Coaching	Saturdays	8.45-11.45am	15/wk	36	99
<u>TOTAL 1556/yr</u>					<u>TOTAL</u>
<u>316 hrs/yr</u>					

14. Current & recent membership figures:

2016/17 – 21

2017/18 – 26

2018/19 – 47 (new nets, repainted lines, rusty rackets)

2019/20 – 37 (difficulties finding new coach, no rusty rackets, lost 10 Sunday coaching kids)

15. Income from memberships:

2016/17 - £510

2017/18 - £895

2018/19 - £735 down as money spent on court maintenance

2019/20 - £877

I don't have figures for ad hoc hours played by club members and have been unable to get figures from the Sports Centre for general public use.

16. Current coaching programme in Cottenham:

- 37 people taking part in coaching.
- 10 of these at breakfast club at Cottenham Primary School.
- Age range 4-60+
- We have 5 groups as follows:
 - age 4-6
 - age 7-11
 - age 12+
 - cardio tennis
 - adult coaching
- These figures should start to grow gradually with the work we are doing in Primary School.
- The young are the future of tennis so we must support their learning by providing facilities and coaching.
- The club has no income from coaching as participants pay the coaching company directly.

17. Further recent initiatives introduced which should increase participation:

- Our new professional coach, Toby Jackson, has set up tennis breakfast clubs in Cottenham and Willingham Primary Schools which are both fully booked.
- He hopes to open breakfast clubs in Over and Oakington Primary Schools soon.
- He will be setting up an after-school club at Cottenham Primary School in April.
- He also has funding to teach tennis to 6 local primary schools for 6 weeks during curriculum time, with the aim of taking part in a school tournament in May and encouraging more children to play.
- He is organizing a family tournament in April.
- He is offering free coaching at our Tennis for Free Day in May.
- He has invited young sports leaders from Cottenham Village College to help at local events, giving them important skills and experience.
- The club have secured funding to subsidise junior memberships starting in April 2020.
- The club have secured funding and purchased new training and match equipment which will improve people's experience at the club.
- 3 club members have gained their level 1 coaching qualification to help with children's coaching.

18. Predicted membership and participation in coaching given the right facilities.

Figures should easily double within 1-2 years

- 74 members
- 74 taking part in coaching
- £1754 membership income

A village the size of Cottenham should easily support 100 members.

19. Funding:

There are options out there, however we need to increase membership first. We are struggling to increase membership with the facilities we currently have!

A. Sport England Community Asset Fund

medium projects £15-£50K – upgrading existing facility or developing a new space in the community

large projects £50-£150 – project making an impact or targeting under-represented groups

<https://www.sportengland.org/funding/community-asset-fund/>

B. Mick George Community Fund

£10-£50K however most is usually £35K. Total project cost has to be between £10-£100K.

Need all planning permissions, lease, and all other funding secured before applying.

Need a Contributing Third Party, ie £11 input releases £100 of funding, £110 releases £1,000,

£1,100 releases £10,000. So for £35,000 the Contributing Third Party would need to put in £3,850.

<https://www.grantscape.org.uk/fund/mick-george-community-fund/>

C. LTA loans – Steve Goswell, from Funding4Tennis says funding is unlikely at the Rec, possible at Sports Centre if and only if there is access during the day.

D. Parish Council – 30K?

E. Tennis Club donation – £4-£10K or be the Contributing Third Party?

F. S106 money?

G. FECA - £1-2K

20. Additional Notes:

- The club realizes that **planning permission** will be needed for floodlights. Planning permission should not be problematic with the new type of lights.
- The club would like the Parish Council to look into the **land status** to establish the feasibility of either of the structure options in point 7 above.
- The club will look further at **funding options** once the land status has been clarified, and the principle agreed that providing tennis courts for the community would be a good thing.
- The club strongly support **maintaining the grass courts** properly until new all-weather courts can be built. Otherwise numbers will decline and momentum will be lost.
- **The courts at Cottenham Sports Centre** have broken floodlights, slippery moss, stones, debris and litter on the courts, a surface which now gathers puddles, lines which are fading fast and a poor maintenance programme. Netball have issues with the safety of the courts due to the tennis post hole covers being dangerous. The Sports Centre are under pressure from Astrea (CVC) to make income from clubs but the courts are not an attractive option to most clubs.
- It is really important **not to repeat what we have at CVC at a new site**. CVC is not, and never will be, a club as access during the day is not possible, administration is too complicated and slow and funding is restricted. Evidence shows clubs don't work at

schools. Tennis players looking to join a club are looking for a certain atmosphere, something different from run down school/public courts.

- It will be vital to be able to **run a coaching programme at the new site**. Coaches and coaching are crucial to club development and participation and membership numbers. Coaches do charge for their services so this will have to be permissible.
- It is **hard to retain good coaches at poor facilities**.
- Note that at most other tennis clubs **members have free access to courts** at any time of day all year. This doesn't obviate public use it just means club members don't pay, as court fees are included in their membership, whereas the general public do. This encourages people to become members, thereby making income for the club to pay for court hire or maintenance, depending on the agreement with their Parish Council.
- The **existing grass court site** could be used to make 2 tennis courts and 1 netball court purely **as a fallback option**. However this would be a shortsighted investment and does not fulfill the requirements of netball or tennis. The orientation is incorrect. Trees overhanging the courts leave leaf and branch debris resulting in algae growth. The south west corner of the courts is mostly shaded all day which would require more attention than usual to avoid algae. More damaging still is the tree sap that would eat into the painted surface quickly. The tree roots would be problematic, although a root barrier could be installed at extra cost. There is no room to grow and add any further courts adjacent to the grass courts. The advantage is that the existing perimeter fence could be re-used, although it has seen better days.
- **The Recreation Ground is the best place for the tennis courts** as they will be seen by users of the Rec, and new residents surrounding the Rec! It is possible that the Pre-school and Primary School could use them as well during school hours and for after-school clubs.
- **A club should be a space that club members and the community can enjoy as a space for socializing as well as playing**. The benefits of providing all day facilities where people can be physically active as well as connect socially in a friendly environment are well documented.
- **Haslingfield Tennis Club saw an 80% increase in membership** when they resurfaced their 2 existing floodlit courts and added a 3rd floodlit court, without any promotion or advertising.

21. Netball:

- Need 3 floodlit courts (which gives you 4 tennis courts).
- Could be 2 together plus one adjacent (which gives you 3 tennis courts plus 1 adjacent).
- Training wall.
- Parking for 35 cars.
- No other good courts in the area so they would be used by other clubs if up to "club" standard (not community standard).

22. Costs:

I am waiting for a quote for 3 netball courts, multi-use with tennis, all floodlit, with or without a hitting wall from Fosse Contracts.

20L/034. 2020/21 Budget

Potential savings

In the event of continued loss of planned income sources, we are considering cuts in a number of budget areas:

Savings on Expenses		
General Admin Costs		
Members Expenses	-£ 300.00	
Postage and Carriage	-£ 30.00	
Office stationery	-£ 400.00	
Legal Fees	-£ 4,500.00	
Insurance	-£ 1,000.00	
Professional Fees	-£ 1,000.00	
Total saving	-£ 7,230.00	-£ 7,230.00
Open Spaces		
Memorial/Open Space	-£ 500.00	
Total saving	-£ 500.00	-£ 500.00
Play Area		
Total saving	-£ 1,000.00	-£ 1,000.00
Youth Provision		
Total saving	-£ 5,000.00	-£ 5,000.00
Pavilion		
Electricity	-£ 1,000.00	
Total saving	-£ 1,000.00	-£ 1,000.00
Highways		
Highways signage	-£ 2,000.00	
Total saving	-£ 2,000.00	-£ 2,000.00
		-£ 16,730.00

20L/035. Re-opening of skatepark

Skateboard GB & Skateboard England have released the following statement regarding the Prime Minister's announcement of 10 May:

The UK Government has announced that some outdoor sporting and recreation activity will be able to resume in England on Wednesday, 13 May 2020.

All outdoor sport and recreation must only be done alone, within a household group or with one other person from outside your household, and that includes skateboarding.

It is important to stress that this remains an extremely difficult situation throughout the UK and we are acutely aware that many lives have been lost to the COVID-19 pandemic. The effects of the virus will continue to be felt for a long time to come.

As a sport we must work together to resume responsibly for re-starting as and when the Government determines it is safe to do so. We must ensure that the safety and wellbeing of everyone involved in skateboarding and those we come into contact with, is maintained at all times.

Skateparks and skateboarders have observed the lockdown very well and must keep it up and continue to act responsibly.

Based on the Government's announcement on 10 May 2020, it will only be outdoor skateparks in England that may consider re-opening. Most are local authority owned and they will make the decision about re-opening or not. There is no change to the current position in Northern Ireland, Scotland and Wales and so skateparks in these countries will remain closed for now.

Even though some outdoor skateparks may be open, you must follow the Government advice about social distancing and safety.

Please see attached a list of guidelines that should be followed by skateboarders in order that you remain safe whilst skateboarding.

There are no plans at this stage for indoor skateparks to open. We are seeking further clarification from the Government regarding the re-opening of indoor skateparks in order that they can prepare and plan for a restart.

The pandemic has already had a substantial impact on skateboarding, in particular skateparks and the focus will soon turn to trying to recover from the crisis. As governing bodies, we will continue to do all we can to provide support and guidance in that effort.

COVID-19 Skateboarding Guidelines

Guidelines for Skateboarders #SkateSafeStaySafe

1. Only skate on your own, with members of your household or with one other person from outside your household, whilst keeping two metres apart at all times.
2. Keep at least 2 metres apart from other people at all times whilst skateboarding.
3. Do NOT skateboard if you have any Covid-19 flu like symptoms or if you have been in contact with anyone who has.
4. Keep it mellow – Don't try difficult or dangerous tricks. #SaveOurNHS
5. No congregating with other people in any circumstances.
6. Clean your skate equipment before & after skating and try not touch anything else.
7. No physical contact – No hugs, high-fives, fist-bumps, etc.
8. Do not share any mobile devices, equipment, food or drink with others.
9. Wash your hands regularly using hand sanitizer (if soap and water is not available).
10. Only use an outdoor skatepark if you are actively skateboarding and leave immediately after finishing.
11. There should be a maximum of 3 people at a small skatepark and a maximum of 10 people at a large skatepark - Any more than that and you will not be able to be properly socially distant. Come back another time.
12. If using an outdoor skatepark, make sure only one person is completing a run at a time.

Lead by example – We are in this together