

## **Cherry Burton Sports Field Management Committee**

### **Committee Meeting 6 October 2016**

**Present:** P Arandle T Baker I Kelly J Peirson PJ Wardale M J Wells

**Apologies:** T Jenkins

#### **16.10.01 Appointment of Chair**

PJW took the chair (for this meeting only)

#### **16.10.02. Declarations of Interest**

None

#### **16.10.03. Minutes of the following meetings**

##### **1. Committee Meeting 27 July 2016**

##### **2. Inspection 30 August 2016**

These were approved as a correct record

#### **16.10.04. Matters arising from the Minutes**

##### **(1) Minute 16.05.10 CBCC – Security of Tenure – Communications with ERYC**

- MJW stated that the cricket club wished to meet with ERYC to discuss the matter before it decided on any future action
- Other members disagreed and stated that the cricket club needed to have definite proposals before a meeting could be held

##### **(2) Minute 16.06.04 Defibrillator - CBPC members to report on discussions at the Parish Council**

- TB provided an update – cost approximately £1200 with a possible contribution from SMILE of £635
- CBPC unlikely to pay anything even though it was accepted that it would be advantageous to provide one at the sports field
- MJW to ask clubs if they would support it financially

### **(3) Various Minutes – Responses**

- MJW had circulated a list of outstanding matters which showed that the minutes were being disregarded by members – only CBCC had responded to his paper on the future of the sports field and pavilion – response to the health and safety issue was also disappointing

#### **16.10.05 Sports Field Development Plan – Review**

- MJW referred to the lack of response (see above) for what was an important matter
- CBCC had responded and had stated that even any decision to retain the pavilion as it stands should be based on a business case and not just because it is there
- Agreed that MJW revise the plan and circulate again

#### **16.10.06 Sports Field and Pavilion Matters**

##### **1. Repairs and maintenance**

- PJW reported that the electrical test/inspection would cost £590 plus VAT
- It would cover the MUGA lights
- He suggested that the Baden Powell Groups should contribute since they used the lounge, toilets and kitchen
- Agreed that the Group would pay one-third of the cost.

##### **2. Grass Cutting 2016 and 2017**

- Agreed that MJW would discuss a possible further cut with TJ

##### **3. Drainage Matters**

- TJ was arranging for the whole field to be spiked on a fuel only cost basis – he will inform members when it is scheduled to take place

##### **4. Access Road Fence**

- TB had identified the owner as Landplan who had agreed to inspect the fence and hedges/trees – TB will inform members when it is done

##### **5. Outdoor Gym Equipment Project**

- TB stated that work would start on 10 October and would take a week

- SFMC/CBPC would have to contribute £1500 whilst ERYC would contribute £2000
- A formal opening ceremony was being arranged – he will circulate details when available

## **6. Roof Repairs**

- PJW had invited tenders and two companies had already looked at it – tenders were due back in mid-October
- There would be a ten year guarantee

## **7. Active Places Data Platform – Sport England Survey**

- MJW stated that Sport England had approached some parishes regarding a record of sporting and play facilities but that Cherry Burton had not received any request

## **8. Changing Room3/Accessible Toilet Facilities**

- TB stated that he had arranged a meeting with an architect on Sunday 9 October at 1400
- A discussion took place about possible approaches and whether the accessible toilet should be available from the pavilion interior
- MJW stated that CBCC could not agree to any access via the changing room corridor – this would not meet Sport England guidelines
- TB would examine possible funding streams
- Members considered that it might not be possible to fund the accessible toilet and the roof repairs

### **16.10.07 Multi User Games Area**

- TB stated that booked use seemed to be tapering off although casual use seemed to be holding up
- He had purchased a leaf blower for use in the MUGA

### **16.10.08 Financial Matters**

#### **1. Financial Reporting Arrangements**

- MJW referred to previous decisions which had asked for the audit report and a monthly expenditure update to be circulated to members

- PJW stated that as the information was on the parish council's website this was sufficient
- MJW reiterated that he did not consider this sufficient and did not meet accepted sports organisations' practice

## **2. Present Situation**

- The current account amounts to £7.129 and the business account £2574. The parish council owes SFMC £4300
- MJW stated that this showed that SFMC would be hard pressed to meet future major works
- Tb stated that work on the eastern hedge would cost £400 with a contribution from BBCA
- He would ask a contractor for a price to do work on the northern hedge – possible cost £150

## **3. Spending Plans 2017/8 to 2019/20 – Preparations**

- The next meeting would draw up estimates for the next three years
- PJW will circulate details
- MJW stated that if the cricket was able to progress an application for nets on its own account it would seek contributions from, amongst others, SFMC and CBCC

### **16.10.09. Health and Safety Issues**

- MJW stated that he had received risk assessments from CBCC and BPG and had now received CBTC's policy. He had also updated and signed the SFMC version. He would circulate them
- Members did not consider that the BPG's standard form as laid down by its national organisation went far enough and Ik will re-examine it with a view to introducing a more localised version

### **16.10.10 Future Secretarial Arrangements**

- MJW reminded members that the next meeting would probably be his last as in January 2017 he would be stepping down as CBCC chairman after fourteen years

### **16.10.11 Next Meetings**

MJW to suggest dates for full meeting and inspection

**MJW**

**26 October 2016**