

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street



## MINUTES OF A MEETING OF THE *LEISURE COMMITTEE* (3) HELD AT THE PARISH CENTRE, STATION ROAD BRICKET WOOD, ST.ALBANS, HERTS ON 3 APRIL 2014 at 7.30 pm

**Members Present:** Cllrs Mick Freeman (Chair *pro tem*), John Bell and Eileen Whittaker  
**In attendance:**  
**Officers in attendance:** Juliet Pienaar (Clerk), Gill Rix (Centre Manager)  
Gary Field (Head Groundsman)

In the absence of the Chair the Committee selected a Member to chair the meeting.

RESOLVED: Proposed: Cllr Bell                      Seconded: Cllr Whittaker                      **Motion Carried**  
That Cllr Freeman chair the meeting.  
*Votes in favour: unanimous*

### 1. APOLOGIES FOR ABSENCE

Apologies were accepted from Cllrs Wendy Berriman, Oonah Jones and Bill Pryce.

### 2. DECLARATION OF INTERESTS

There were none.

### 3. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 7 NOVEMBER 2013

RESOLVED: Proposed: Cllr Bell                      Seconded: Cllr Whittaker                      **Motion Carried**  
That the minutes be accepted as a true record.  
*Votes in favour: unanimous*

### 4. NOTIFICATION OF OTHER BUSINESS

There were none.

### 5. PUBLIC PARTICIPATION

It was noted that Sam Pink, Tennis Coach. would be attending at 9.15pm to speak on item 7.2. The Chairman agreed to bring item 7.2 forward for preliminary consideration.

#### 7.2 To consider a proposal from the Greenwood Park Lawn Tennis Club

Members considered the proposal to use the public court for some tennis activities aimed at non-members with the aim of encouraging tennis. Members were divided in their opinion with a Member considering it a good way to encourage non-members to participate in tennis and another having concerns as to the equality of opportunities for parishioners. It was agreed that further consideration of this item would be deferred until the arrival of Sam Pink.

### 6. PARISH AND GREENWOOD CENTRES

#### 6.1 To receive the Centres Manager's report

The Centre Manager reported that the Parish Centre toilets were complete and looked very nice. It was noted that the light sensor in one cubicle required adjustment. Refurbishment work was due to start on the toilet for the disabled in the Community Centre. Digikidz were keeping the flower beds outside the Community Centre looking good. A replacement tennis table had been purchased to ensure that the four groups using the tables could continue their sport. The sports hall wall had required repair due to suspected damage from a football. The football groups had been notified and warned that if it happened again the repair costs would be passed on. The stage was now chained up securely to prevent hirers moving it as it was suspected, but could not be proven, that one of the functions may have used it.

#### 6.2 To receive an update on the defibrillator

The British Heart Foundation guidance stated that a shock from a defibrillator with the minimum of delay was a crucial factor in the resuscitation of someone and that lack of training should not be a barrier

provided that someone was prepared to use the device. Guidance also suggested that it should not be locked away and could be appropriately stored in an alarmed protective cabinet in a public place. £1020 had already been pledged by Community Centre hirers which almost covered the cost of the defibrillator. The defibrillator and cabinet cost £1365 ex. vat. There were insufficient pledged donations for the Parish Centre.

RESOLVED: Proposed: Cllr Bell      Seconded: Cllr Whittaker      **Motion Carried**  
That a defibrillator and cabinet is purchased using sponsorship funds and that any remaining balance is made up from the North Close budget.  
*Votes in favour: unanimous*

### **6.3 To receive a progress report on the activities leaflet**

The Clerk reported that, with help from Cllr Tyndale the leaflet, was almost complete. Initial proposals for circulating the document had been by using the Residents' Associations. The Bricket Wood Residents' Association had said that it would be happy to assist. Park Street Residents' Association were publishing a commemorative edition and were unable to assist. Members considered alternatives of either using a local man to deliver at a small fee or inserting it into the next newsletter at a cost of £300.

RESOLVED: Proposed: Cllr Whittaker      Seconded: Cllr Bell      **Motion Carried**  
That the local man be used if the Residents' Associations were unable to assist.  
*Votes in favour: unanimous*

### **6.4 To consider a proposal to remove all paper towel dispensers**

Members referred to the report and agreed that it was a brilliant idea to replace paper towels with a weekly serviced roller towel system enabling the Council to save around £453 pa and improve its environmental performance.

RESOLVED: Proposed: Cllr Bell      Seconded: Cllr Freeman      **Motion Carried**  
That linen roller towels be installed in place of paper towels.  
*Votes in favour: unanimous*

### **6.5 To consider a replacement oven for Greenwood Park CC**

The oven was unreliable and no longer fit for purpose. There was a limited choice of ovens with the same dimensions and solid plate hobs. Prices varied from domestic ranging from £200 to £700 or catering at £1070. It was noted that there was £600 in the budget and agreed that Cllr Bell assist with selecting a suitable replacement.

RESOLVED: Proposed: Cllr Freeman      Seconded: Cllr Bell      **Motion Carried**  
That a higher end domestic oven be purchased within the budget available.  
*Votes in favour: unanimous*

### **6.6 To consider a recommendation from the Generating Income Working Party**

The Working Party recommended that booking enquiries for children's parties in Tennyson Hall be offered an alternative slot in the Orton Hall at the same hourly rate, (which was £5 less per hour) when Tennyson was fully booked. This proposal would not apply to the discount promotions.

RESOLVED: Proposed: Cllr Whittaker      Seconded: Cllr Freeman      **Motion Carried**  
That the Centres Manager use her discretion as proposed.  
*Votes in favour: unanimous*

### **6.7 To report back on the Salsa hire**

The Centres Manager and Cllr Bell undertook an unannounced late night noise level test on site and near neighbouring properties whilst Salsa was in progress. The levels were considered low and acceptable. The Salsa organiser had agreed to monitor the noise levels.

## **7. PARKS & AMENITIES**

### **7.1 To receive the Head Groundsman's report including progress of 2013/14 priorities**

The Groundsman reported:



RESOLVED: Proposed: Cllr Freeman      Seconded: Cllr Bell      **Motion Carried**  
That the cricket hire fees be increased by 2%.  
*Votes in favour: unanimous*

**7.5 To set the football hire rates for 2014/15**

It was agreed that the increment should remain consistent with that applied to the cricket rates.

RESOLVED: Proposed: Cllr Bell      Seconded: Cllr Whittaker      **Motion Carried**  
That the football hire fees be increased by 2%.  
*Votes in favour: unanimous*

The Chairman closed the meeting at 9.40 pm.

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NOTE: These minutes are to be considered as 'draft' until the Committee has approved them.