

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 23 JULY 2015 at 7.30 pm

Members Present: Cllrs Bill Pryce (Chair), John Bell, Wendy Berriman,
and Mick Freeman
In attendance: One member of public
Officers in attendance: Juliet Pienaar (Clerk), Gill Rix (CentreS Manager)
Gary Field (Head Groundsman), Matt Huddleston (Groundsman)

1. TO ELECT A CHAIRMAN

RESOLVED: Proposed: Cllr Bell Seconded: Cllr Freeman **Motion Carried**
That Cllr Pryce be elected Chairman.
Votes in favour: unanimous

2. APOLOGIES FOR ABSENCE

Apologies were accepted from Cllrs Eileen Whittaker and Dorothy Kerry.

3. DECLARATION OF INTERESTS

None declared.

4. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 5 APRIL 2015

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

5. NOTIFICATION OF OTHER BUSINESS

None notified.

6. PUBLIC PARTICIPATION

None.

7. PARISH AND GREENWOOD CENTRES

7.1 To progress the identified priorities

None currently identified.

7.2 To receive an update on damage to the sports hall

Members noted that the damage to the sports hall wall, caused by the indoor football group (reported April meeting) had not yet been repaired as the Maintenance Man had not found a contractor willing to quote for the work. Since then, more damage had been incurred to the new light and surrounding tiles. It was standard practice to pass on repair costs to the hirer where the hirer had caused damage by accident or otherwise and the Centre Manager confirmed that she had arranged to meet with the club representative regarding the repair costs.

RESOLVED: Proposed: Cllr Pryce Seconded: Cllr Bell **Motion Carried**
That 50% of the repair cost for the wall (when cost known) and 100% of the cost for the light repair be charged to the indoor football club with settlement required within 30 days.
In the event of further damage or failure to settle the charges, the hire agreement will be terminated.
Votes in favour: 3 Votes against: 1 Abstentions: 0

7.3 To consider relocating the cigarette bins

Hirers using the Centres were affected by smoke wafting in from outside. It was suggested that the bins be moved away from the entrances. There was concern however that this would result in cigarette litter outside the centres.

RESOLVED: Proposed: Cllr Freeman Seconded: Cllr Bell **Motion Carried**
That outside the Parish Centre be signed as a 'no smoking area' and that the designated smoking area be in the lower car park.
That the Hirer's information sheet be updated to reflect the above.
That the situation at Greenwood Park Community Centre be monitored.
Votes in favour: unanimous

7.4 To consider a request to allow a 'mud kitchen'

Members considered the request. It was noted that the rubber surfacing was already jet-washed twice a year due to the accumulation of dust. Increased jet-washing would damage the rubber surface. There was concern as to where the mud would end up and whether there would be a need for additional cleaning.

RESOLVED: Proposed: Cllr Freeman Seconded: Cllr Berriman **Motion Carried**
That the request be declined owing to the implications regarding the care and maintenance of the play area.
Votes in favour: unanimous

7.5 To approve 'Indemnity to Hirer' cover for non-commercial activities

Members referred to the advice from its insurers. It was noted that there was no extra cost to the Council.

RESOLVED: Proposed: Cllr Pryce Seconded: Cllr Freeman **Motion Carried**
That it be agreed that the groups listed are regarded as being for the benefit of the community and covered by the 'Indemnity to Hirer' insurance.
Votes in favour: unanimous

The Centre Manager retired from the meeting.

8. PARKS & AMENITIES

8.1 To progress the identified projects

Members referred to the updated Earmarked Reserves summary.

a) Concrete slab (alternative staff entrance into Greenwood Park)

The fitted gates were to be adjusted and painted green. The concrete pad was to be installed shortly.

b) Mayflower Road fencing

Half of the fencing running along the A405 boundary would be replaced over winter 2015.

c) Mayflower Road self-closing gate

Three self-closing gates were required to seal off the area properly. It was agreed that a 6ft gate be trialled at Cherry Hill first.

d) Woodbury Field picnic tables

Litter had increased around the new bench and had resulted in complaints from residents. It was agreed that the additional bench be held in abeyance whilst the litter problem was monitored.

RESOLVED: Proposed: Cllr Bell Seconded: Cllr Berriman **Motion Carried**
That the bench be moved to a more visible location (toward the pylon).
That the Clerk advise the Bricket Wood Residents' Association.
Votes in favour: unanimous

e) Park Street multi-spinner

The multi-spinner was installed.

f) North Close replacement of rubber surfacing and removal of climber apparatus

The work was scheduled for Autumn. It was noted that if the Greenwood Park project went ahead, savings could be made by using the soil from that project in North Close. A future consideration would be a new item of play equipment to replace the climber apparatus, possibly more natural play logs. The play area would be closed for about a week whilst the repairs were carried out.

g) Play equipment replacement—5 year programme

Identified items were considered. It was noted that at Greenwood Park the soft wood of the wooden bridge was reaching the end of its life-span, as was the wood on the cable runway and the single point swing. Visible inspections could not identify whether the wood was sound beneath the ground.

RESOLVED: Proposed: Cllr Berriman Seconded: Cllr Freeman **Motion Carried**
That the following be agreed:
Woodbury Field: A new slide and 'play end' be purchased, circa £10k.
Cherry Hill: A new small goal to be manufactured in-house over winter;
the climbing tractor to be monitored
Mayflower Road: A new small goal to be manufactured in-house over winter
Greenwood Park: That Cllr Bell have a closer look at the bridge with the
Head Groundsman.
That both the cable runway and single point swing be
removed by April 2016.
That both items be replaced from the 2016/17 budget.
That the Grounds man enquire through Rospa whether the
Cavalier Hall timber could be used for the wooden bridge.
That the Grounds team arrange to meet with the Kompan
representative to show him the parish play areas and
thereafter arrange a meeting with the Leisure Committee
members to advise how the committee could achieve the most
benefit from the funds available.

Votes in favour: unanimous

g) General maintenance programme 2015/16

The repair schedule as set out in the agenda report was noted. The rubber surfacing at Park Street play area was shrinking back again. The only viable solution was for it to be replaced. It was not mentioned in the annual safety inspection and agreed that the shrinkage be monitored.

8.2 To receive a progress report on the Greenwood Park play area project

The Parish Council had submitted a large project proposal to the District Council which, if successful, would enable it to improve Greenwood Park play area. The request was for devolvement of £88,743.53 s106 funds from developments within the parish and it required approval from the District Ward Councillors.

Each Leisure Committee member present was delegated the task of discussing the project with an allocated District Councillor.

It was agreed that Kompan offered the best bespoke items of the equipment offered by the various suppliers considered, particularly regarding ease of maintenance. The Corocord rope could be replaced in sections in-house whereas other rope equipment could only be replaced in its entirety.

RESOLVED: Proposed: Cllr Berriman Seconded: Cllr Bell **Motion Carried**
That in accordance with Financial Regulation 11.1 (g) it be recommended to
Council that the quotation from Kompan be negotiated without competition as the
goods to be purchased were of a bespoke design.
Votes in favour: unanimous

8.3 To receive an update on the Green Flag award

The Green Flag had been re-awarded to Greenwood Park but Park Street had not been successful in its first application. The Clerk would circulate the judge's feedback.

8.4 To consider future replacement of the Greenwood Park gates and driveway posts

The wooden posts along the driveway had been installed in 2006 and were showing signs of decay. It was agreed that posts would be replaced individually as and when they broke. It was suggested that the metal park gates be replaced with ones that locked in the middle without a central post.

8.5 To receive an update on the sponsored recycling bins

To date a small donation had been received. Estate agents had been recently approached. Other large business' within the parish would be next.

8.6 To receive a report on possible funding streams

The Planning Committee had been asked to request s106 funding from new developments toward improvements of the parish play areas. A recent s106 summary had been circulated to all Parish Councillors.

The Chairman closed the meeting at 9.25 pm.

If you require this document in an alternative format please contact the Parish Office to discuss your requirements.

The Parish Office may be contacted by telephone, email, fax or post.

Telephone: 01923 681443 Fax: 01923 681338

Email: clerk@ststephenparishcouncil.gov.uk

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