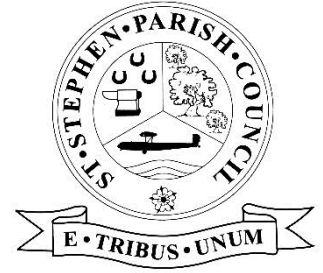


ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

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Present

Cllr John Bell

Cllr Wendy Berriman

Cllr Eileen Whittaker

Cllr Dorothy Kerry

Cllr Bill Pryce (Chair)

Also present:

Isabel Crozier, Assistant Clerk, taking minutes

Staff members: Dani Medlin, Centres Manager, Matt Huddleston, Groundsman,

Gary Field, Head Groundsman

No Members of the Public

Minutes of the **Leisure Committee meeting** held on **THURSDAY 11 October 2018** at **9.45am**
Venue: **The Parish Centre, Station Road, Bricket Wood, AL2 3PJ**

1819/LC/013 To receive and accept apologies for absence
There were no apologies

1819/LC/014 Declarations of interest and dispensations

- a) To receive declarations of interest from councillors on items on the agenda
None.
- b) To receive written requests for dispensations for declarable interests; and
None.
- c) To grant any requests for dispensation as appropriate
None.

1819/LC/015 To approve the minutes of the meeting 19th July 2018
APPROVED: Proposed Cllr Pryce, seconded Cllr Bell, unanimous.

1819/LC/016 Public Participation – none

1819/LC/028 Annual Review of Hire Charges: Cricket and Football Pitches
Committee reviewed current charges and the comparison with SADC charges.
RESOLVED: Proposed Cllr Pryce, seconded Cllr Whittaker, unanimous,
to increase hire prices for sports pitches by inflation (2.1%) and round up to the nearest pound.

1819/LC/029 5 Year Plan for Play Areas
Committee received a report on the progress of the 5 year play areas plan agreed in 2015. The plan was presented to SADC when SSPC applied for s106 funding for the Supernet project at Greenwood Park in 2015. District Councillors at the time were assured that the Parish would invest £20,000 per year over a five-year period. £20,000 was earmarked in Year 1 but subsequent years the earmarking of

the money has had to be suspended because of budget restrictions. However, maintenance work has been undertaken and some of the upgrades of equipment have taken place with savings from other areas. Recommendations in the report are for the grounds staff to deliver the remaining Year 3 proposals, excluding the dog agility equipment, and with the addition of a shade sale and the toddler Fort Wall at Greenwood Park.

RESOLVED: *Proposed Cllr Berriman, seconded Cllr Whittaker, unanimous,* to allocate the earmarked reserve to undertake recommendations in 5 year plan report dated 02 October 2018.

1819/LC/031 to receive a report on Greenwood Park

- a) Driveway bollards – Committee receive a report on wooden bollards around the lower car park and driveway and discussed the recommendation to replace with metal upside-down u-shaped barriers.

RESOLVED: *proposed Cllr Pryce, seconded Cllr Bell, unanimous,* that as a priority, the lower car park bollards are replaced at a cost of £3000 and that the remaining bollards are audited to establish how many will need replacing.

- b) Bins, phase 2 – the play area and lower car park bins were replaced last year with larger bins and dual, landfill and recycling compartment bins. The plan is that we now replace the bins around the upper car park and community centre, with phase 3 being the meadow, woodland and Watford Road entrance. Phase 2 would cost around £3000. A saving was identified during the discussion by withdrawing the dog bin provided by the Parish at Hyde Lane on Tarmac land, on the opposite side of the tracks from How Wood Station. An SADC bin is positioned outside the shops on Park Street Lane, just 50 metres from the Parish Dog bin. **ACTION:** Assistant Clerk to write to Tarmac explaining that we will be removing the dog bin and asking if they would take on the emptying of the dog bin or pay for the service to remain. If not heard after 1 month remove the bin and attach a notice to the fence pointing out location of SADC bin.

RESOLVED: *proposed Cllr Pryce, seconded Cllr Kerry, unanimous,* that we replace the bin at the Pavilion at a cost of £500 as a matter of priority and ear mark funding for the remainder of phase 2, £2500, for 2019/20.

1819/LC/031 to receive a report on Park Street Recreation Ground

- a) Adult outdoor fitness equipment – the leg press machine support has split and has been removed so the equipment is not currently useable. Other pieces of equipment have lost stops. The Groundsman has asked the manufacturer to investigate as these may be covered under guarantee.
- b) Frogmore Cricket Club – committee received a report dated 2 October 2018.

RESOLVED: *proposed Cllr Pryce, seconded Cllr Whittaker,* 3 votes in favour, 2 against, 0 abstained.

that a small working party is formed to determine the full extent of co-operative working between the Parish and Frogmore Cricket Club. To include the Groundsman, Cllr Pryce and Cllr Kerry.

1819/LC/032 to receive an update on Woodbury Field

- a) Plan for s106 money for play equipment – the groundsman has gathered quotes and drawn up a proposal to extend the play area, create a new running track and adult outdoor fitness equipment area. The total cost for this work would be £276,000 (to include a car park, which needs to be established if this is feasible). This could be split into 2 phases, the play area extension and the running track/fitness equipment. In addition there is a proposal to revamp the Park Street Rec play area with an estimated cost of £110,000. Thanks were extended to Matt Huddleston for the work he has put in to date.

RESOLVED: *proposed Cllr Pryce, seconded Cllr Bell, unanimous,* that we submit a new Play Area Plan including vision for Woodbury Field and Park Street Rec to SADC by the end of October.

ACTION: Cllr Pryce to produce the new plan with the Assistant Clerk and Groundsman and submit to SADC.

1819/LC/033 to receive a report for North Close –if required the logs will be removed if they cannot be replaced cost effectively or if rot can't be removed. Entrance gates will be changed this year to play area compliant ones. Cllr Pryce suggested a community orchard for the greenspace opposite the play area instead of the dog agility area.

1819/LC/034 to receive a report on Cherry Hill fencing. The chainlink fence alongside the footpath has been deteriorating with posts breaking off and the weight of the ivy and bramble on the fence causing it to obstruct the footpath.

RESOLVED: *proposed Cllr Whittaker, seconded Cllr Berriman, unanimous,* that the current fence, bramble and ivy be removed and replaced with a stock fence and a new hedge planted alongside. Stock fence can be removed when the hedge is a sufficiently thick barrier.

ACTION: assistant clerk to investigate sources of funding for new hedge plants.

1819/LC/035 Budget forecasting. Priorities below agreed to go to Full Council meeting

| <u>Play Areas</u> | Priority | Est. Budget |
|--|-----------------|--------------------|
| Mayflower Road new climbing frame | 1* | £13,200 |
| Greenwood toddler area on sand base | 1* | £23,000 |
| | | |
| <u>Signage</u> | | |
| Greenwood Park Watford Road entrance signage and veg clearance | 2 | £2,000 |
| Park Street Rec signage at all three entrances | 1 | £5,000 |
| | | |
| <u>Other</u> | | |
| Greenwood bollard replacement | 1 | £3,000 |
| Cherry Hill fence replacement | 1 | £2,500 |
| Greenwood Park phase 2 of bin replacement | 1* | £2,500 |
| Tea Room Prep | 1 | £5,000 |

The meeting closed at 12.20pm

Chairman

Date