

Minutes of a meeting of the **Recreational & Cemetery Committee** of **Bingham Town Council** held in **The Old Court House, Church Street, Bingham**, on **Tuesday, 27th November, 2012**, at **7.00 p.m.**

PRESENT:

Councillor J. Stockwood - Chairman
" P. Abbey
" Mrs. A. Bryan
" Mrs. T. Kerry
" Mrs. J. Marshall

1.00 APOLOGIES FOR ABSENCE AND ACCEPTANCE:

Apologies for Absence were received and accepted from Councillor F. Purdue-Horan.

2.00 DECLARATIONS OF INTEREST:

Councillor Abbey, as a member of R.B.C. Leisure Centre Forum, declared an interest in F6875, Item 6, Leisure Facilities.

3.00 MINUTES:

The Minutes of the meeting held on the 25th September, 2012, having been circulated prior to the meeting, were taken as read, approved and signed by the Chairman as a correct record.

4.00 MATTERS ARISING (FOR INFORMATION ONLY):

Matters Arising out of the Minutes of the meeting held on the 25th September, 2012:-

- 01 Advice from tree surgeon to undertake a tree survey to identify specific problems. Obtain quotations for specific work identified. A survey would be approximately £450.00 and the tree surgeon's daily rate charges for undertaking the work would be approximately £500.00 per day.
- 02 Youth Worker to be invited to attend a meeting (not necessarily a Committee meeting night if the Youth Club operates on Tuesdays evenings) to discuss future provisions for young people.
- 03 Rushcliffe Borough Council's biodiversity project to be referred to next meeting.

Continued...../

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5.00 ACTIONS POINTS:

See Appendix 'A'.

6.00 FUTURE LEISURE FACILITIES IN BINGHAM:

The Chairman reported on the Rushcliffe Leisure Services Strategy 2006 – 2016 and invited Bingham Leisure Centre Forum members to speak as follows:-

- A representative of Bingham Archery Club gave a presentation and reaffirmed their preference would be to develop the current site. There were approximately twenty-nine clubs covering nineteen different activities using both indoor and outdoor facilities.
- The representative of the Badminton Club stated that it was felt the more sports on offer the greater chance of producing a future Olympic athlete, whilst also promoting a healthier lifestyle for both young and old.
- A representative from Toothill Physical Education Department felt a different site would be detrimental and any future development should be built on the success of the existing Leisure Centre. He reiterated that sports linked with education lead to a healthier lifestyle.
- The representative from the Netball Club supported the previous comments, and strongly supported refurbishment of the current site.

All forum members present accepted that the current facilities were 'tired', had major problems and that refurbishment/remedial works were essential.

The Chairman, Councillor J. Stockwood, thanked the forum members for attending, confirming that the Town Council would liaise with the Borough Council, and that the forum members would be included in any discussions of future leisure facilities in Bingham.

7.00 MATTERS RELATING TO PLAYINGFIELDS, PLAY AREAS AND OPEN SPACES:

01 Butt Field Access Road/Drive/Car Park – Improvement Work

The Chairman confirmed that he and the Clerk had met with the contractor providing the quotation and discussed kerb edging. The contractor felt this was not essential along the whole of the area. However, at strategic points, he felt it would strengthen the surface.

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7.00 **MATTERS RELATING TO PLAYINGFIELDS, PLAY AREAS AND OPEN SPACES** continued.....

- 01 Butt Field Access Road/Drive/Car Park – Improvement Work continued.....

The revised quote is as follows:-

Area		£
Area 1 Access Road	Incl. kerb-edging to start of drive only.	12449
Area 2 Car Park	Path edging around all of car park.	40352
Area 3 Drive to Pavilion	Concrete kerbs on pitch side	13508
Total		66309

To undertake remedial works - £1,200.00.

It was

RECOMMENDED acceptance of revised quotation and acceptance of temporary remedial works at £1,200.

- 02 Request from Butt Field Sports Club – Upgrading of Floodlights

Committee agreed to support Bingham Town Youth Football Club's upgrading of the floodlights on Butt Field, subject to all funding being secured by Bingham Town Youth Football Club. Bingham Town Council would cover the cost of the planning application.

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7.00 **MATTERS RELATING TO PLAYINGFIELDS, PLAY AREAS AND OPEN SPACES** continued.....

03 Request for Support of New Skateboard Park

Consideration to this request would be given when discussing future urban sports facilities in Bingham. Free-running, skateboarding and other ideas would be discussed with the Nottinghamshire County Council Youth Project Worker.

04 Carnarvon Play Area – Update on Meeting with Residents

The Chairman gave an update on a meeting with a resident and confirmed that the situation was being monitored with a view to diary sheets being completed in the spring.

05 Wynhill Sports Ground – Request for Circus and Beer Festival

It was agreed to support the requests from Bingham Rugby Club as follows:-

- (a) An all human circus at Wynhill from the 3rd June to 5th June, 2013.
- (b) Music and Beer Festival from the 7th to the 8th June, 2013.

06 Butt Field Working Group

The Chairman gave a brief update of the meeting held on the 27th November, 2012, at 5.00 p.m. (Notes attached, Appendix 'B').

8.00 **MATTERS RELATING TO CEMETERY AND CHURCHYARD:**

01 Review of Cemetery Rules – Working Group Update

The Chairman gave a brief account of the Cemetery Working Group meeting held prior to the meeting of the Recreational & Cemetery Committee. (Notes attached Appendix 'C').

Continued...../

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9.00 RECREATIONAL & CEMETERY BUDGETS 2013/2014:

The following budgets were considered (Report attached, Appendix 'D'):-

- 01 Allotments
- 02 Cemetery
- 03 Recreation, including Butt Field Sports Ground

10.00 CORRESPONDENCE:

- 01 Request for a Tree and Seat in Cemetery

This matter to be determined once the new Cemetery Rules & Regulations are in place. The Clerk to acknowledge letter and inform resident.

As there was no further business to discuss, the meeting closed at 8.15 p.m.

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CHAIRMAN.

Date:

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ACTION POINTS:

FOLIO REF.	DETAILS	ACTION TO BE TAKEN
Matters Arising	Toothill School – Proposed Footpath Diversion Consultation.	Walking groups had not raised any major concerns.
	Tree Maintenance	On-going. Advice received from Tree Surgeon.
	Planned Maintenance of Play Areas	To develop planned maintenance programme.
6517 Item 7.01 6 th June 2011	Cemetery seats to be rubbed down	Commenced - Good results. On-going.
Folio 6560	B.F.S.C. – Purchase of kitchen equipment.	On-going - £496.00 outstanding.
Folio 6560	B.F.S.C. – New water supply	On-going.
Folio 6561	Bio-diversity	Chairman to update; refer to next meeting.
Folio 6562	Wychwood Road Play Area and Carnarvon Play Area.	Goal end screens installed and being used.
Folio 6688	Free-Running facilities - Wynhill	N.C.C. Youth Services Officer responded; invite to next meeting.
Folio 6688	R.B.C. Leisure Strategy	Clerk had contacted R.B.C. and B.T.C. would be invited to future meetings. On-going.
Folio 6721	Wind turbine - Update	On-going
Folio 6722	Wallenfels additional planting; disabled parking.	On-going. Planting completed.
Folio 6723	Rugby Club – Review of lease	On-going. Copy sent to Councillors, July, 2012.
Folio 6723 Item 8.01	Church Wall	Investigations on-going
Folio 6800	Cogley Lane access re. DDA	On-going
	Copeland Grove - planting	Completed

Continued...../

DATE & TIME OF MEETING		27th November 2012 – 5pm
NATURE OF MEETING		BUTT FIELD WORKING GROUP
IN ATTENDANCE		Cllrs.J.Stockwood, T.Kerry, F.Purdue-Horan, BFSC/BTYFC Reps. T.Towers, P.Griffiths & S.McRobie
APOLOGIES		Cllr. P.Abbey
		TO BE ACTIONED BY
1.	<p>Grounds Maintenance –</p> <ul style="list-style-type: none"> Both parties agreed that due to weather conditions works in relation to an official order for topping up of drains was still outstanding. £2085. This matter would not have to be included as a budget item for following year as it had already been allocated. Pitch maintenance required in line with similar works previously undertaken; however; BFSC to obtain soil samples & quotes prior to work being undertaken. 	BFSC
2.	<p>Outstanding funding –</p> <ul style="list-style-type: none"> Kitchen equipment grant balance of £496 yet to be claimed by BFSC from BTC. Water supply project £2,500 outstanding. Current quote £5k therefore further funding to be sourced. 	Both parties
3.	BFSC contribution towards pitch maintenance. Agreed this to remain at £3067 for forthcoming year; however; both parties acknowledge a move towards equal contributions ie. BTC % less & BFSC % greater.	Both parties
4.	<p>Amendments to lease Following matters to be incorporated into the lease to acknowledge BFSC responsibility:</p> <ul style="list-style-type: none"> Wind turbine – 5 years after installation Old Pavilion Access roads/ car park and drive – if new road surface installed after guarantee period expired BFSC responsible for future maintenance costs. 	Both parties
5.	BFSC requested permission to undertake remedial works to the old pavilion to provide additional secure storage space. BTC Members supported remedial works at Clubs expense.	BFSC
6.	Pitch barriers – Sports Club reported that as teams move through league stricter conditions are imposed on them one being requirement for pitch to be marked off. A request was made for pitch barriers to be installed. Following a brief discussion, noting that part of the area is a public open space with public footpaths running through and necessity to keep obstacles at a minimum re grounds maintenance, Sports Club would make further enquiries and report to a future meeting.	BFSC to provide additional information
7.	Upgrading of floodlights – Club wish to provide additional winter training opportunities and therefore had obtained a quote for upgrading the floodlights. Full details were presented and Club would be able to generate more income if pitches could be used during dark evenings. Additional pitch maintenance had also been considered to ensure pitches remained in a good state of repair. Club would provide all the funding be it from own resources or grant funded. Agreed BTC to support and also submit & fund planning application.	Both parties

Butt Field Working Group notes 27th November 2012 5pm

Present: F. Purdue Horan, J. Stockwood, T. Kerry, S. McRobie, T. Towers.

Apologies: P. Abbey

Issue	Detail	Progress	Working group view
Pitch condition problem caused by drainage system £2,085 cost in 2012/13	Pitch sinks over drains	BFSC request 1 treatment per year, work to be done mid-August as in quote 21/11/11, Item 1. £2,085 per treatment, problem will be ongoing each year.	2013/14; outstanding official order still outstanding therefore no budget requirement for 2013/2014
Pitch maintenance £9,683 cost in 2012/13	£5,065 Item 2, spread fertiliser, seed and aerate 3 new pitches £1,011 Item 3, spread fertiliser, seed and aerate training area £1,425 Item 4, seed and aerate main pitch £212 Item 5, spread fertiliser, seed and aerate area levelled as in 2011 £1,440 additional fertiliser (3 new pitches and training area) in mid-August £530 vertidrainage in winter, as done in 2011.		2013/14; Agreed BFSC to provide results of soil sampling & quotes which they are investigating in line with similar budgets as per 2012/2013.
Sharing of costs. BTC costs are; grounds maintenance (in Depot budget) + sports pitch maintenance (£12,000 Rec & Cem budget) + access road maintenance (BF related, but not in lease) + wind turbine costs (BF related, but not in lease) - BFSC contribution (£3,067)	This year's spending; Grounds maintenance costs, £9,683 pitch maintenance, Also costs of access road and wind turbine outside of lease	The contribution of £3,067 is based on the grounds maintenance costs. Additional pitch maintenance costs to be shared. BTC outstanding contributions; £496 kitchen equipment, £2500 towards water supply	2013/14; BFSC contribution £3067 with a view in future years to move towards more of a 50/50 % split ie. BTC contribution less & BFSC greater. Agreed these grants outstanding; water supply project on hold pending additional funding being obtained as current quote £5,000.
Interior plaque to acknowledge contribution of BTC	This is outstanding. Cllrs and BFSC to decide plaque location.	BTC and BFSC to discuss	Still outstanding.

DATE AND TIME OF MEETING:	27th November 2012 6pm
NATURE OF MEETING:	CEMETERY RULES & REGS. WORKING GROUP
IN ATTENDANCE:	Councillors T.Kerry; J.Stockwood; M.Stockwood; F.Purdue-Horan; P.Abbey
DECLARATIONS OF INTEREST:	None

		TO BE ACTIONED BY
1.	Apologies – Cllrs. A.Bryan	
2.	Notes of previous meeting noted.	
3.	Chairman referred to 3 sample copies of other Parish Rules & Regulations and it was agreed to adapt Keyworth's.	
4.	<p>Agreed the following:</p> <ul style="list-style-type: none"> • Rules & Regs. to be drafted with a view for them being formally adopted at a Full Council meeting. Prior to this a draft copy would be displayed on a new noticeboard to be installed at the Cemetery hopefully by February inviting members of the Public to comment. There would be full Public consultation. • The new rules to include all aspects of the whole of the cemetery including trees; benches; surplus spoil when digging new graves. • Once the new rules & regulations had been adopted then the owners of the decorated graves in the new area would be contacted with a view to the graves being returned to comply with the rules and regulations. BTC would consult with each individual family direct. They would be given 28 days to contact BTC to discuss the way forward. • Clerk provided copies of the Plans of the cemetery & trees & seats could be seen to have been drawn on them (be it an artist impression). 	LH
6.	Date of next meeting : tbc	

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Recreational & Cemetery Budgets 2013/14:

Recreation

	Budget 2012/2013	Actual @ 30-Sep-12	Estimated 31-Mar-13	Budget 2013/2014
<u>Expenditure</u>				
Play Area Maintenance	5000	3,463	6000	4500
Tree/Shrubbery Maint.	0	0	0	2500
Rent	175	0	175	175
Sports Pitch Maintenance	12000	7,713	10000	12000
Trans to Recreation Equipment Reserve	6000	0	6000	6000
	23175	11,176	22175	25175
<u>Less Income</u>				
Play Area Inc	0	-1,247	-1247	0
Rents	-1000	0	-1000	-1000
Pitch works contribution	-3067	0	-3067	-3067
Wayleaves	-120	-155	-155	-120
	18988	9,773	16706	20988

Allotments

	Budget 2012/2013	Actual @ 30-Sep-12	Estimated 31-Mar-13	Budget 2013/2014
<u>Expenditure</u>				
Rent (1)	375	375	375	375
Water charges	500	87	350	500
Maintenance (2)	500	0	250	500
	1375	462	975	1375
<u>Less Income</u>				
Rent (3)	-1000	-1042.5	-1042.5	-1000
	375	-580	-68	375

Cemetery/Church Yard

	Budget 2012/2013	Actual @ 30-Sep-12	Estimated 31-Mar-13	Budget 2013/2014
<u>Expenditure</u>				
Rates	530	331	530	530
Water/drainage	250	91	200	250
Grave Digging	1500	790	1500	1500
Electricity	500	0	150	500
Maintenance	500	2105	2300	500
Memorials	1000	748	1000	1000
	4280	4066	5680	4280
<u>Less Income</u>				
Fees & Memorials	-5000	-5769	-7000	-5000
	-720	-1703	-1320	-720