

Minutes
of the MAYLAND PARISH COUNCIL
LAWLING PARK COMMITTEE
meeting held in the Lawling Park Hall
on Tuesday 22nd September 2015
at 7.36 p.m.

Present: Cllr Duncan
Cllr Evans
Cllr Lund
Cllr Oatham
Cllr Pettitt

Clerk: Mrs J Massenhove

In attendance: Mrs D Down - Youth Club
Mrs E Alabaster - Football Club
Mr D Reynolds - Football Club

In the absence of the Lawling Park Committee chairman Cllr Spires, Cllr Oatham proposed Cllr Evans act as chairman for this meeting only. Cllr Lund seconded the proposal, all in favour.

42. Apologies for Absence

Apologies were received from Cllr Spires.

43. Declaration of Interests

Cllr Pettitt declared a non-pecuniary interest in item 54, CCTV.

44. Minutes of the Previous Meeting

Cllr Duncan proposed accepting the minutes of the meeting held on 28th July. Cllr Oatham seconded the proposal, all in favour. The minutes were signed and dated as a true record.

Cllr Evans closed the meeting at 7.45 p.m. to allow public discussion.

45. Public Discussion

First football, then youth club and then boxing club issues were discussed. These are recorded under their own agenda headings in the original agenda order.

46. Boxing

Mr Jared was unable to attend the meeting but had forwarded several requests on behalf of the boxing club. These were considered: -

- Hall hire on Friday evenings – It was agreed at the July LPC meeting that the boxing club may use the hall on Fridays, on a week-by-week basis, but priority will be given to occasional hirers wishing to use the hall for private functions.
- Hall hire on Sundays – It was agreed that the boxing club may use the hall on Sundays, but again this will be on a week-by-week basis with priority being given to private hirers.
- Hire fees for part of an hour – fees are payable per full hour only for each hire session. The total fees will not be reduced by aggregating the hours for more than one session.
- Boxing ring – For safety and security reasons, the boxing ring may not be left out between boxing club hire periods.

47. Football

Mr Reynolds asked if there has been any progress in the installation of a whiter light floodlighting. It was noted that this was an agenda item for consideration and a decision later on in this meeting.

Mr Reynolds enquired after the increases in some pitch fees. It was noted that MPC's own costs have increased and that it has increased other hire fees too, not just pitch fees. Also, another pitch is being added this year.

Mr Reynolds asked if the football club may carry out maintenance on the pitches when they are too wet to use. Cllr Evans replied that they may, but requested that MPC is informed if they do.

It was put to the football club that some keys were missing from the keyring when the keys were returned at the weekend. The missing keys, which were for the main hall and main hall cupboards, were recovered from the home changing room the following day. Key collection and record keeping were discussed briefly; Cllr Evans suggested that the matter be considered more fully on a future agenda, possibly with a view to regular hirers holding their own keys and/or a more formal record being kept of key use.

48. Youth Club

Mrs Down reported that the Youth Club is being very well attended. Hours have been reduced to 6.30 – 8.30 p.m. over the winter period, but it is the intention to revert to a 9.30 p.m. finish during the summer months. Some of the Youth Club volunteers are undergoing training, including first aid training.

Some Youth Club members have asked whether the BMX track can be maintained so that it can be used fully. Clerk to request a quotation from our grass cutters for initial professional tidying of the BMX track.

Mrs Down also reported that dripping from the ceiling has been noticed in the hall. It was noted that, although there are no visible signs at present, this should be monitored.

The public discussion was closed and the meeting reopened at 8.21 p.m.

49. Car Park Agreement

All councillors had received a copy of a draft car park licence agreement. This was discussed and an amendment suggested to allow the parish council to close the car park in the event of bad weather. Cllr Pettitt proposed agreeing the new document with the amendment. Cllr Evans seconded the proposal, all in favour. Clerk to forward the final version of the document to ECC solicitors, once Cllr Massenhove has incorporated the agreed amendment.

50. Clerk's Report

Each LPC member has received an update on matters from the last meeting. The report was noted.

51. Lawling Park Hall

Cllr Pettitt reported that a section of guttering on the south side of the hall has dropped down and is leaking. Clerk to ask our groundsman to investigate.

Playing of music in the hall – The requirement for a PRS licence was discussed. It was agreed that should a licence be required, the additional cost should be passed to hirers whose activities (i.e. the use of copyrighted music other than for a private/family party) in the hall necessitate the licence.

Cllr Pettitt proposed that the Clerk writes to those hall user groups who use music, explaining to them that if they wish to continue to use music during their sessions, the corresponding PRS cost will be passed on to them. Cllr Evans seconded the proposal.

Cllr Duncan proposed an amendment, to use the term 'copyrighted material' rather than 'music' when contacting the groups concerned. Cllr Evans seconded the amendment. 4 in favour, 1 abstained.

There was no further discussion of the main proposal, all in favour. Clerk to write to the relevant hall hirer groups.

The decision as to whether a PRS licence is required is deferred to the next agenda.

Hall hire agreement – deferred to the next meeting.

Utility Aid – Cllr Oatham proposed submitting a letter of authority to RCCE to permit investigation into a competitive electricity tariff on the parish council's behalf. Cllr Evans seconded the proposal. All in favour. Clerk to action.

Water hygiene – findings of the recent risk assessment were noted and recommendations discussed: -

- Review of the water hygiene policy is deferred to the next meeting.
- Quotations for a new log book, labelling of pipework and purging and legionella sampling of the expansion vessels was considered.
- Expenditure for the installation of isolation and drain points were considered.

Cllr Evans proposed not purchasing a new log book at this time, but accepting expenditure of up to £40 for labelling, £80 for purging and sampling and a maximum of £50 for installation of isolation and drain points. Cllr Lund seconded the proposal. All in favour. Clerk to action.

52. Play Areas

Further to approval of up to £400 for replacement of the zipline wire and rotten timbers, a quotation has been received for £187.50 for replacement of the wire only. A quotation, (from another company) for over £1000 for replacement of the zipline wire and the timbers far exceeds the approved figure.

The Clerk suggested that, if no LPC member objects, she will accept the quotation for replacement of the zipline only and continue to pursue a quotation for replacement timbers. This course of action was agreed. Clerk to action.

53. General Area and Maintenance Report

A quotation was considered for replacement of the dog waste bin near to the youth shelter. Cllr Evans proposed expenditure of up to £184 for a replacement bin. Cllr Lund seconded the proposal. All in favour. Clerk to action, but will delay by one week to allow Cllr Oatham the opportunity to source a similar bin at lower cost. It was noted that the dog waste bin at Gladwell Walk may also be due to be considered for replacement.

Lighting at Bakersfield – The Clerk reported that our lighting contractor has been approached regarding stabilising the lighting columns by moving the fixings, but is unable to quote for this work. It was agreed that a quotation for stabilising the columns should be sought elsewhere. Clerk to action.

Lighting at Lawling Park – A quotation for replacement of lamps in the three field-facing flood-lights, to achieve a whiter light, was considered. Cllr Oatham proposed expenditure of up to the £206 quoted, but to first enquire whether cost can be minimised by replacing the bulbs only (replacement of the SON bulbs with either metal halide or mercury ones), Cllr Lund seconded the proposal, all in favour. Clerk to action.

Cllr Duncan reported that cracks in the path are worsening to the south of the Bakersfield car park entrance driveway and along the Bakersfield Walk. It was agreed that a quotation for making good the paths is required. Clerk to obtain quote.

54. CCTV

Cllr Pettitt proposed inviting Mr Pettitt to the next meeting if he has not had the opportunity to view the CCTV before then.

It was noted that the contractor hopes to replace the faulty dome camera and extend masking by the end of the week. He has been asked to contact Cllr Oatham to confirm exactly what is required.

55. Boot Sales

There was some discussion regarding the use of parish council park areas and car parks for boot sales, but it was agreed to defer a decision to a full council meeting.

56. Items for Next Agenda

Hall keys and record keeping

BMX track maintenance

PRS

Water hygiene policy

Hall hire agreement

The meeting closed at 9.32 p.m.

Date of next meeting, Tuesday 27th October 2015