

## HELLEDON PARISH COUNCIL

Minutes of the meeting of the Playing Fields, Amenities & Allotments Committee held on Tuesday 17 March 2015 at 7pm in Diamond Jubilee Lodge, Hellesdon

### PRESENT

Mr D Jones-Blackett – Chairman  
Mrs D Attenborough Mr D Buck Mrs S Taylor-Smith  
Mr J Hall – Deputy Clerk to the Council

### IN ATTENDANCE

Mr M Chadwick - Hellesdon Youth Football Club

**Cllr Jones-Blackett opened the meeting and welcomed those present. An additional item 4.6 was agreed to be added to the agenda following a request received from Hellesdon Allotment Holders Association (HAHA) to hold a BBQ .**

#### 1. Absence and Apologies for Absence

Cllr Wright & Cllr Youles – apologies received and accepted.

#### 2. Declarations of Interest

None declared.

#### 3. Public Participation

None

#### 4. General Matters

##### Recreational Ground

4.1– Request for key to Bowls green gate from Hellesdon Bowls Club.

**RESOLVED** not to agree to the request to ensure the security of the bowls green area. It was acknowledged that issues had arisen in the past, however greater efforts will be made by the caretakers to ensure locking and unlocking is undertaken more promptly when players are arriving and leaving.

To consider suspending standing orders for the duration of item 4.2 to allow Martin Chadwick of Hellesdon Youth FC to address the committee of the arrangements for the football tournament.

Agreed.

4.2 – Details of summer football tournament 2015.

The Parish Council had agreed in principle to the staging of the tournament on 3 March, subject to the details being agreed with the Playing Fields, Amenities and Allotments committee. Martin Chadwick addressed the committee and advised of the following:-

- Parking Facilities  
Parking on the recreational ground will be controlled by the issuing of parking passes to the participating teams to be displayed on windscreen of cars. Teams will be advised of limited parking so will be encouraged to find alternatives such as the Park and Ride facility at Airport.
- St John Ambulance (First Aid) Attendance  
This is a mandatory requirement from Norfolk FA
- Liability Insurance  
Hellesdon Youth FC have Liability Insurance cover through Norfolk FA
- Electrical Points/Supplies  
If required will be to power small PA system.
- Stalls/Entertainment/Refreshment Areas  
These will be positioned on to the south side of the recreational ground in line with Carnival practice. Only vans are needed to access this area.
- Fixtures and Timescales  
Matches will start at 9am and will finish at 3.30pm
- Pitches/Sizes/Placement of Pitches  
The six pitches will cover an area marginally bigger than an existing senior pitch. The club will mark the pitches and will liaise with Head Groundsman for cutting of grass leading up to the tournament.
- Norfolk FA Approved Event  
Hellesdon Youth are a chartered club and have Norfolk FA approval.
- Venue Risk Assessment/Goalpost Safety Checks  
A full risk assessment is carried out and copies will be sent to the Council before the event.
- Fixtures/Planning  
No additional requirement for Council staffing.  
**RESOLVED** to agree to the tournament taking place on Saturday 1<sup>st</sup> August 2015.  
The hire fee to be £100.  
4.3 – Hire Charges 2015/16.  
**RESOLVED** to ratify hire charges for 2015/16.  
4.4 – Best Kept Allotment Competition 2015  
**RESOLVED** to hold Best Kept Allotment Competition. The Deputy Clerk will arrange the judging and the presentation of the trophy will take place at Hellesdon Carnival.  
4.5 – Outstanding Budget Items for 2014/15  
**RESOLVED** to:
  - Fencing Compound for goalposts. This item is no longer required.
  - Replacement tree and soil on The Bull Roundabout. Ring fence budget allocation and carry forward to 2015/16.
  - Plant 5/6 trees on recreational ground. Ring fence budget allocation and carry forward to 2015/16.
  - Replace grass with shrubs near brickweave path at rear of Community Centre.
  - Ownership signs on recreational ground. Ring fence budget allocation and carry forward to 2015/16.
  - Meadow Way. Phase four of landscaping project ratified.

4.6 – Request from Allotment Association to hold BBQ on allotment site  
**RESOLVED** to allow the Association to hold a BBQ on the allotment site on 27 June 2015.

**5. Exchange of Information**

It was suggested that the Council may wish to consider purchasing a small amount of sports equipment which could be hired to encourage greater use of the sports facilities at the recreational ground. It was agreed to place this item on the agenda of the committee within the next financial year 2015/16.

**6. Date of next meeting**

Ordinary meetings to be set at the Annual Meeting of the Council in accordance with Standing order 5kxi

**Meeting closed 8.35pm**