

# **HELLESDON PARISH COUNCIL**

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB  
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Parish Clerk: Mark Knight

Minutes of the meeting of the Playing Fields, Amenities & Allotments Committee held on  
Tuesday 16<sup>th</sup> October 2018 at 7pm in Diamond Jubilee Lodge, Hellesdon

## **PRESENT**

Cllr D King - Chairman

Cllr U Franklin

Cllr D Jones-Blackett

Cllr M Fulcher

Cllr Attenborough Cllr Sear

Mr Mark Knight (Parish Clerk)

Mr K Sage (Head Groundsman) Mrs Louise Reeves (Projects Officer)

## **IN ATTENDANCE**

Cllr. Sue Prutton and sixteen members of the public.

The Chairman welcomed those in attendance and opened the meeting at 7pm. The Chairman also proposed that item 5 on the agenda be discussed after item 6 due to the nature of the business to be conducted. This was agreed by all members present. It was further proposed to suspend standing orders and allow the public half an hour to speak on various issues. This was also agreed by all members present.

### **1. Absence and Apologies for absence**

All members were in attendance.

### **2. Declarations of Interests and Dispensations**

None declared.

Dispensations. None Received

### **3. Public Participation**

A member of Hellesdon Bowls Club spoke at length regarding their wish to ground share with Anglian Windows Bowls Club due to a fall in their membership. Fixture lists were presented showing that this was feasible. Concern was also raised about their

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ability to recruit new members and the impact this has on fees to the existing members.

A member of the Hellesdon Allotment Holders Association then spoke about the possibility of resuming regular meetings with the Parish Council. It was agreed that should any particular issue arise that a meeting could be arranged during office hours, but that members should be encouraged to attend the regular council meetings and keep in contact with the Parish Clerk where their concerns could be shared and acted on more expediently.

**4. Approval of the minutes of the last meeting held on 14<sup>th</sup> August 2018**

**Resolved:** To accept the minutes as a true record.

**5. To discuss matters pertaining to the upcoming budget with reference to the financial report**

The report from the Head Groundsman was discussed at length. Particular attention was paid to his research on expected changes in prices in the 2019/20 financial year of around 9%. Therefore it was agreed to **RECOMMEND** to the Property, Policy and Resources Committee a budget increase of 9% across the budget of this committee. It was also **AGREED** to ensure that depreciation and rolling maintenance was developed and included in future budget setting processes.

**6. General Matters**

**6.1 To set the 2019/20 sports hire charges**

The charges for sports were set at:

30% increase on football pitch hire.

Tennis to remain the same on £7 per session.

Unlimited use of the tennis courts: £30 per month.

Floodlight hire to increase by £1 to £7 per session.

Netball hire:

£22 per 2 hour slot (winter – including floodlights)

£16 per 2 hour slot (summer)

£11 per hour (training)

Junior Football (training): £45.50 per session.

Junior Football (per season): £197.60

Senior Football (per team, per season): £942.50 (including changing rooms and floodlights).

Bowls Club: £1600 to Anglian Windows Bowls Club; £1400 to Hellesdon Bowls Club.

**6.2 To discuss a proposal from the Hellesdon Bowls Club to share the Parish Council facilities with Anglian Windows Bowling Club**

It was **RESOLVED** to allow the ground share under the understanding that both teams would be treated as separate entities and invoiced as such. Any bookings to be overseen by the Parish Office and due consideration given to any members of the public who also wish to hire the facilities.

**6.3 To approve the proposed changes to the 2018/19 allotment rules and procedures**

Much discussion took place surrounding the report from the Parish Council staff. It was noted that the current upscaling process allowed too much scope for plots becoming wild, leading to extra problems when these plots have to be cleared and a substantial impact on public funds used to clear them.

It was **AGREED** to switch with immediate effect to a 28 day notice period of repossession of the plot as soon as an inspection flags up a problem. This will then be managed on a caseload basis by the office and grounds staff who will work with the plot holder to rectify the issue in question. These expectations to be clearly set out in the rules given to all plot holders and the tenancy agreement updated to set out expectations going forward.

**6.4 To discuss the allotment tenancy charges for 2018/9 for recommendation to Full Council. Currently £49 per annum for a full plot and £24.50 for a half plot**

It was **RESOLVED** that in order to try and increase the take up of plots the charges for the upcoming year were set as £45 for a full plot and £22.50 for a half plot.

**7. Exchange of information**

Cllr. King gave an update on funds being made available to upgrade the under 9s play area.

The Projects Officer gave the committee notice of an upcoming walk around at land on the Low Road which was requested at the previous meeting.

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Cllr. Prutton gave an update on some rainwater hoppers which were being made available by the developers of Silk Mill Close.

**8. Date, time and venue of next meeting**

As agreed the next meeting would be held in  
**The Council Chamber, Diamond Jubilee Lodge on Tuesday 19<sup>th</sup> February 2019 at 7pm**

**The meeting closed at 10.05pm.**