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Minutes of the meeting of the Playing Fields Amenities &
Allotments Committee held on
Monday 2 September 2019 at 6.00pm in
The Council Chamber, Diamond Jubilee Lodge, Hellesdon

PRESENT: Cllr D King (Chairman)

 Cllr D Attenborough Cllr K Avenell

 Cllr M Fulcher Cllr S Prutton

 Mrs M Anderson-Dungar – Locum Clerk

The Chairman welcomed Members and 1 member of the public.

1. **Apologies and acceptance for absence**
Apologies were received and accepted from Cllr U Franklin.
2. **Declarations of Interest and Dispensations**
Cllr King – items pertaining to Broadland District Council
Cllr Gurney – items pertaining to Broadland District Council, Norfolk County Council
Cllr Prutton – items pertaining to Broadland District Council
3. **Public Participation**
The member of the public did not wish to speak.
4. **Presentation from Hellesdon Football Club on Vision for Future Community Working and possible Tournament in May 2020**
The Chairman welcomed and introduced Robert Reeve from Hellesdon Football Club. Mr Reeve gave a presentation on the football club, its history, aims and objectives going forward. In summary, the club would like to regard the Hellesdon Parish Council facilities as “home” for all its teams, and to work with the Council in the future. A copy of the slides is attached to these Minutes for information. Their summer tournament this year held at Longdale Playing Field (Thorpe Marriott) raised £1700; the same venue has been provisionally booked for 2020, but the Club would prefer to hold the event either at the Hellesdon Parish Council facility or at Hellesdon High School.

Questions were invited and included the following

- Reference to past history and difficulties of getting information.

- The move to The Nest – this had not worked out for a number of reasons – priced increases, the venue was more suited to Community Sports Foundation programmes, and their hire had been cancelled on various occasions at short notice.
- Aware that the club “jumped ship” and made it difficult for the council, and could understand that the council is cautious
- The limitations of the site – additional pitches required would be a 5 v 5 and a 7 v 7 – these are often marked out within larger pitches. HPC grounds meet all Anglian Combination requirements in terms of changing rooms, showers, etc.
- The club complimented HPC grounds staff on their excellent maintenance of the pitches; they were probably the best Council-maintained pitches in the County.
- How to capture local youth interest – the club had arranged publicity in Just Hellesdon, opportunities for non-members to come along to social events and for local businesses to advertise in the matchday programme. The club was willing to allow local community organisations stall space on match days.
- The 2020 tournament – in regards to the logistics of managing the envisaged number of attendees, it was suggested that the club looks to hold this event at Hellesdon High School which had better parking facilities and more than sufficient pitch space.
- The club appreciated this opportunity to give the Parish Council a better understanding of its aims and objectives.
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The Chairman thanked Mr Reeve for his presentation and he left the meeting at this point.

The meeting adjourned for a few minutes.

5. Minutes of the Meeting held on 25 June 2019

Draft Minutes had been circulated, and it was

RESOLVED TO ADOPT THE MINUTES WHICH WERE SIGNED BY THE CHAIRMAN

6. Financial Report

The report previously circulated was **NOTED** with a query on the servicing costs in line 4290. The Locum Clerk to make enquiries and report to the Full Council on 3 September.

7. General Matters

7.1 Allotment Inspection Report 12 July 2019

Members appreciated the clear and concise format of the report, which was **NOTED** as a useful document for comparison with the next inspection report.

7.2 New updated customer friendly allotment rules and guidelines

The document previously circulated was discussed, following which it was

RESOLVED TO ACCEPT WITH THE REQUEST FOR CHANGES TO BE HIGHLIGHTS IN FUTURE REVISIONS, AND A SUMMARY TO BE PROVIDED FOR ALLOTMENT HOLDERS TO DETAIL THE CHANGES.

7.3 New Bee Policy

The document previously circulated was discussed in detail, during which Standing Orders related to public participation were briefly suspended to allow the member of the public to comment. His only comment related to the possibility and danger of bees swarming near a play area. It was subsequently

RESOLVED TO CONSULT A BEEKEEPER (WHO SHOULD BE A MEMBER OF THE BEEKEEPERS' ASSOCIATION TO GIVE AN OPINION ON THE POLICY AND SUGGEST THE BEST AREA(S) WITHIN THE ALLOTMENT SITE

7.4 Request for Tree on Allotment

The information previously circulated was discussed, whereupon it was

RESOLVED TO DECLINE THE REQUEST

The member of the public left the meeting at this point after leaving a document in preparation for a meeting with the Chairman and officers the following day.

The meeting adjourned at 7.20pm for 15 minutes and re-convened at 7.35p.m

7.5 Report on Potential Moving of Football Pitches and Amalgamation of Under-9 and Under-16 Playgrounds

The Chairman explained the background to the report and suggestions which were discussed. It was

RESOLVED TO LOOK AT THIS PROPOSAL IN CONJUNCTION WITH THE ROSPA REPORT AND TO INVITE A REPRESENTATIVE FROM SPORT ENGLAND TO A SITE MEETING

7.6 ROSPA Reports and Recommendations

Members had received a copy of the full report plus a summary report from the Projects Officer that detailed the scope of the work required. Most items could be addressed as per the recommendations in the report, but the following were highlighted for discussion and agreement as to further action:

Meadow Way – multi play slide. This had been inspected regularly by the Chairman with the grounds and caretaking staff. It was

RESOLVED TO ASK OFFICERS TO OBTAIN 3 QUOTATIONS FOR REPLACEMENT OF THIS PIECE OF EQUIPMENT, PREFERABLY IN METAL, BUT AS CLOSE AS POSSIBLE TO “LIKE FOR LIKE” IN TERMS OF THE PHYSICAL CHALLENGE TO THE USER. SOURCES OF FUNDING TO BE CONSIDERED INCLUDED USE OF RESERVES AND s.106 MONIES

Repainting of benches – to be carried out “in-house.”

Climber frame and net – in-house remedial work to treat rust; investigate cost and sources to replace grass underneath with suitable safety matting.

Swing Group Tyre seat - operational, find a company to carry out the work.

KickWall – operational, put work in hand.

MUGA and Skatepark – action repairs to make concrete run compliant as soon as possible. If HPC grounds staff are unable to carry out the work, research other possibilities, report back to Committee/Council as necessary. Contact Sally Hoare at Broadland District Council for assistance to source funding for new/replacement equipment. It was **noted** that planning permission might be required should the Council wish to enlarge the facility, due to possible noise pollution.

Under 9's playground – repair rust on multi play toddler equipment, and fix the joints. There was opinion that the nest swing should be removed and the area closed pending inspection by Sport England. It was suggested that the swing toddler 1-bay seat could be braced with an A-frame, and it was

RESOLVED TO CONTACT THE REPORT AUTHOR FOR THIS OPINION AS TO WHETHER THIS SOLUTION WOULD COMPLY WITH LEGISLATION. IF SO, AND THE COST WOULD BE LESS THAT £5000, THE WORK COULD BE CARRIED OUT

7.7 Request for Grit Bin

The Chairman explained the rationale for the provision of grit bins in the parish; without information as to the specific location requested, it was not possible to make a decision. The report was:

NOTED AS USEFUL INFORMATION AS IT PROVIDED A FULL LIST OF BINS/LOCATIONS.

7.8 Request to re-site Dog Poo Bin and for Additional Dog Poo Bin

The information previously circulated was discussed in two parts:

Request 1 – re-siting of the bin. It was **agreed** to contact Broadland District Council in the first instance to ascertain whether or not the bin was emptied in accordance with the schedule.

Request 2 – additional dog waste bin. This was **deferred** to the next meeting. Meantime, members to be advised which area of Cromer Road the request referred to.

7.9 Report on Wig-Wag Signs Costings

Provisional costings were noted. However, there was no need to proceed with this as the area was already covered.

7.10 Report on Hard Court Areas

The report with a suggestion from a staff member was **noted** for the future. Members to be advised whether or not pressure washing had been carried out this year.

7.11 Report on One-Off Football Game Charges

The information previously circulated was discussed, and it was

RESOLVED TO ACCEPT THE CHARGES FOR ONE-OFF GAMES AT £35.00 FOR JUNIOR TEAMS AND £55.00 FOR SENIOR TEAMS, PLUS A CHARGE OF £10 PER SESSION APPLICABLE TO BOTH TEAMS IF THE CHANGING ROOMS WERE USED

7.12 Project Plan from Tree Warden

The comprehensive report previously circulated was discussed in detail and a wide variety of opinion expressed, particularly with regard to species of trees and future maintenance costs. It was subsequently

RESOLVED TO ACCEPT THE REPORT WITH THE PROVISIO THAT THE COUNCIL IS ASSURED THERE WILL BE SUFFICIENT ACCESS FOR EQUIPMENT WITH AMENDMENTS IF NECESSARY, AND THAT AS SUITABLE SUBSTITUTE WAS FOUND FOR THE POISONOUS WAYFARING TREE

8. Exchange of Information

Cllr King – upcoming meeting regarding The Nest

Cllr Fulcher – the utilities plan for Reepham Road had been supplied; the information would be helpful in the decision making process on suitable locations for trees.

9. Date, Time and Venue of Next Meeting

The scheduled meeting date of Tuesday 15 October 20-19 to be re-arranged.

The meeting closed at 9.27p.m.