

RUDDINGTON PARISH COUNCIL

**DRAFT MINUTES OF THE AMENITIES COMMITTEE MEETING**

HELD AT ST PETER'S ROOMS ON TUESDAY 29<sup>th</sup> NOVEMBER 2011 AT 7.30PM

**Membership**

	W.A. Wood	Chairman
	Mrs. B. Breakwell	Vice-Chairman
	A. Chopra	
	D.J. Hall	
A	P.F. McGowan	
	Mrs. B.M. Venes	
A	M. Walsh	
A	Mrs. R. Wilson	

Persons absent are marked 'A'

Persons representing the Parish Council on other business are marked 'O'

ALSO IN ATTENDANCE

Councillor	Mrs. M. Robinson
Mrs. J.A. Goodbody	Clerk to the Council
G. D. Long	Clerk to the Council
Mrs. L.M. Cooke	Deputy Clerk
R. Shelbourn	Senior Groundsman
2 members of the public	

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors P.F. McGowan, M. Walsh and Mrs. R. Wilson.

DECLARATION OF MEMBER'S INTERESTS

Councillor Mrs. B.M. Venes declared an interest in any item appertaining to the Allotments.

MINUTES

The Minutes of the meeting held on 4<sup>th</sup> October 2011 having previously been circulated, were confirmed as a correct record and signed by the Chairman.

MATTERS ARISING FROM THE REPORT

There were no matters raised.

## MOTION FOR ADJOURNMENT

### RESOLVED

That the Committee adjourn to allow the members of the public present to make statements on Agenda items.

During the adjournment the following matters were raised:

David Hollingworth reported that there is an accumulation of leaves at the back wall on The Green. He raised concerns that with over 40 cars parked at Elms Park on a Saturday where the MUGA is planned to be the development of the MUGA may cause problems with parking displaced onto nearby roads. He had observed that people on cycles don't use the new path.

Donald Sayers thanked the Parish Council ground staff for removing the trees on Elms park.

## COMMITTEE IN SESSION

### A. 11/914 DEVELOPMENT

#### New Applications

There were no new applications to be discussed.

#### Planning Appeal: 27 Clifton Road – Loft Conversion; dormer window to rear (retrospective)

Copies of the Notice of Appeal in respect of the Borough Council's decision to Refuse Permission for the above application had previously been circulated to Members.

Members were reminded that the Parish Council had objected to the application.

### RESOLVED

That the Parish Council's previous comments be endorsed and the Borough Council's position be supported.

#### Planning Appeal: 206 Loughborough Road – Extend bungalow to rear to form first floor; two-storey side extension with balcony; single storey rear extensions

Copies of the Notice of Appeal in respect of the Borough Council's decision to Refuse Permission for the above application had previously been circulated to Members.

Members were reminded that the Parish Council had objected to the application.

GDL

RESOLVED

That the Parish Council's previous comments be endorsed and the Borough Council's position be supported.

GDL

A. 11/915 VILLAGE HALL

Structural survey of the Village Hall (Vide Minute A.11/884)

Copies of a structural survey of the Village Hall had previously been circulated to Members. It was felt that this would need full consideration at a separate, informal meeting before coming back to Committee. The Clerk pointed out that the survey included reference to possible dry rot, and that this should be investigated.

RESOLVED

1. That a meeting of the Village Hall Forum be held on 17<sup>th</sup> January, 7.00 p.m. at St Peter's Rooms to consider the survey.
2. That the Clerk arrange for the extent of the dry rot to be investigated.

GDL

GDL

Report on Village Hall Roof

After repairing a leak in the Village Hall roof the contractor had pointed out that the valleys have considerable splitting due to expansion and contraction of previous repairs and would require attention soon.

RESOLVED

1. That it be noted that emergency repairs had been carried out.
2. That the need for attention to the valleys in the Village Hall roof be considered at the meeting on 17th January

GDL

Provision of a Disabled Persons W.C. at the Village Hall  
(Vide Minute A.11/900)

Copies of a report on the possible provision of a W.C. at the Village Hall for use by disabled persons had previously been circulated. This also included recommendations for the provision of a ramp for access for disabled persons through the main front entrance. A number of options had been presented in the report.

The Deputy Clerk pointed out that the Parish Council were not currently complying with their obligations regarding provision for disabled persons.

RESOLVED

That three estimates for the provision of a W.C for use by disabled persons, to be accessed off the front lobby by remodelling the gents toilets, be obtained.

LMC

A. 11/916 SECURITY OF PARISH COUNCIL PROPERTY

Councillor D J Hall reported that he had requested that the matter of security of Parish Council property be discussed. Copies of information on security marking provided by PCSO Jenny Buggy were circulated at the meeting. One system applied a visible mark and the other a mark which becomes visible under UV light. The Clerk advised that the provider of the Parish Council's insurance cover was included in the leaflet and members agreed that by marking Parish Council property this may assist in reducing the cost of insurances.

RESOLVED

1. That the Clerk obtains advice on which of the two systems is most appropriate for the Parish Council and which items should be marked.
2. That a list of property to be marked be compiled to assist in determining the most appropriate type of marking to be used.

GDL

GDL

A. 11/917 BIODIVERSITY MANAGEMENT GRANT (Vide Minute E. 11/819)

Members were advised that this matter had been referred to this Committee by the Environment & Community Committee.

Councillor Mrs. B Breakwell reported that information regarding the grant had been passed on to both schools in the Village. Councillor D. J. Hall reported that many parish councils had started community gardens using this grant but that, in his opinion, this is not appropriate for Ruddington as there are already a number of allotment sites.

RESOLVED

That no application be made at this time.

A. 11/918 VILLAGE GREEN (Vide Minute A. 11/901)

The Senior Groundsman reported that the re-instatement work on the Village Green is now at an acceptable level.

RESOLVED

That the Senior Groundsman review the re-instatement in Spring and report back to the May meeting of this Committee.

RS

A. 11/919 FIRE APPLIANCES

The Clerk reported that the Parish Council had been approached by a local firm regarding the provision of fire extinguishers at Parish Council premises. They had provided quotes for provision across the Council with an option for both purchase and rental. A spread sheet comparing current costs with the proposals had previously been circulated. The Deputy Clerk pointed out that the two current providers had not had an opportunity to quote on a like for like basis.

RESOLVED

That quotes be obtained for all the fire extinguishers at Parish Council premises from existing suppliers for both rental and purchase including annual maintenance.

GDL

A. 11/920 WAR MEMORIAL (Vide Minute A. 11/899)

The Clerk reported that a County Council officer had visited the War Memorial regarding the NCC Local Improvement Scheme application. The result of the application would be advised to the Parish Council in April or May.

RESOLVED

That the Clerk report to the Committee once the result of the application is known.

GDL

A. 11/921 ST PETER'S CHURCHYARD (Vide Minute A.11/898)

Copies of previous correspondence had been circulated to enable new members to be brought up to date.

Previously discussions had taken place between Councillor W A Wood (then Chairman of Environment and Communities), the former Chairman of the Parish Council, Mr J Norton and representatives of the Parochial Church Council and St Peter's Church.

It was suggested that the appropriate authority should approach Nottinghamshire County Council to ascertain whether an application in respect of work to memorials in St Peter's churchyard could be submitted for Local Improvement Scheme money.

The Chairman reported that there is a further meeting planned with representatives of St Peter's Church next week.

RESOLVED

That the above information be noted.

A. 11/922 ELMS PARK PLAY AREA PHASE 3 – MULTI-USE GAMES AREA  
(Vide Minute A. 11/902)

Councillor Mrs B Breakwell reported that the working group had met on 14<sup>th</sup> November. There are still concerns about the costs and possible loss of car parking if a large scheme went ahead. The group were, therefore, obtaining quotes for less extensive schemes and will undertake further consultation once these have been received.

RESOLVED

That the above information be noted.

A. 11/923 STRATEGIC PLAN FOR THE AMENITIES COMMITTEE  
(Vide Minute C. 11/1537)

Members were advised that this matter had been referred to this Committee by the Parish Council. Copies of a previous plan, originally produced in 2007, had been circulated to Members as an example of what one might look like.

RESOLVED

That an item be put on the next agenda to set up a working group to produce a draft plan for consideration by the Committee.

GDL

A. 11/924 AMENITIES BUDGET 2012/2013

Probable Out-Turn 2011/2012

Copies of the Probable Out-Turn 2011/2012, Proposed Amenities Budget 2012/2013, Renewals and Repairs Funds and Proposed Scale of Charges 2012/2013 had previously been circulated to Members.

The Clerk explained that the Probable Out-Turn 2011/2012 had been based on the actual performance in the first six months of the year, with adjustments made for any known over/under spending. The Committee noted the comments and agreed the Probable Out-Turn 2011/2012 as presented.

Annual Budget 2012/2013

The proposed Annual Budget 2012/2013 was discussed in some depth. Members were advised that in the absence of the information from Rushcliffe Borough Council in respect of the new Tax Base the impact on the Council Tax for a Band D property had been based on the previous year's figure.

### Proposed Scale of Charges 2012/2013

Members considered the Proposed Scale of Charges 2012/2013 for the use of facilities which had been increased in line with an earlier resolution, together with the Proposed Scale of Charges 2012/2013 in respect of the Allotments. Members agreed the charges.

#### RESOLVED:

1. That the Probable Out-Turn 2011/2012, a copy of which is appended to these Minutes, be approved.
2. That the Annual Budget 2012/2013, a copy of which is appended to these Minutes, be approved and forwarded to the Finance & Policy Committee for inclusion in the Parish Council's Overall Budget Document. GDL
3. That the Proposed Scale of Charges 2012/2013, a copy of which is appended to these Minutes, be approved and forwarded to the Finance & Policy Committee for inclusion in the Parish Council's Overall Budget Document. GDL
4. That the Proposed Scale of Charges 2013/2014 in respect of the Allotments, a copy of which is appended to these Minutes, be approved and forwarded to the Finance & Policy Committee for inclusion in the Parish Council's Overall Budget Document. GDL

### A. 11/925 REPORTS ON AMENITIES MATTERS

#### Vicarage Lane Play Area

Councillor D. J. Hall expressed his concern regarding several issues at the above play area including the length of time it has taken to re-instate the gates following their removal for powder coating and the exposure of the membrane under the bark surfacing. The Senior Groundsman advised that it has been necessary to order a new set of hinges for one of the gates and now that these have been received the gates will be installed as soon as possible. It is also the intention to repair the membrane and top up the bark. RS

Members noted this information.

#### Jubilee Car Park

The Deputy Clerk reported that a car had been locked in the Jubilee car park after a football match despite extensive efforts to find the driver. Later it was found that the padlock had been broken. A passing footballer had noticed the gates open, put on a temporary lock and reported it.

With the approval of the Parish Council the Football Club are planning to put up a sign informing people that the gates will be locked 30 minutes after a match to avoid this happening again. This was agreed.

Tiles at Elms Park Pavilion

The Senior Groundsman reported an on going issue with the corridor tiles at Elms Park Pavilion lifting. John Hallett had advised the best solution was to replace them with an uncut lining and suggested that Thomas Long be contacted in this regard as the tiles are under guarantee. However, it is understood that the firm who provided them may no longer be trading. The Senior Groundsman agreed to follow this up.

RS

RS

Members noted this information.

A. 11/926 ITEMS FOR INCLUSION ON THE NEXT AMENITIES AGENDA

1. St. Peter's Churchyard
2. Village Hall
3. Elms Park Play Area Phase 3 – Multi-Use Games Area
4. Future plans for the Amenities Committee
5. Security of Parish Council property
6. Fire appliances
7. Elms Park Pavilion

As this was the last meeting of the Amenities Committee before her retirement a vote of thanks was given to the Clerk, Mrs Jane Goodbody, and she was wished a long and happy retirement.

The meeting closed at 9.06 p.m.

Chairman

Committee Chairman