

RUDDINGTON PARISH COUNCIL

DRAFT MINUTES OF THE AMENITIES COMMITTEE MEETING

HELD AT ST. PETER'S ROOMS, CHURCH STREET ON TUESDAY 22nd
MARCH 2010 AT 7.30PM

Membership

A	K.S. Piggott Miss S.A. Chambers P. Lyons-Lewis P.F. McGowan J.V. Norton Mrs. B. Venes M. Walsh	Acting Chairman
---	--	-----------------

Persons absent are marked 'A'

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

ALSO IN ATTENDANCE

Mrs. J.A. Goodbody	Clerk to the Council
Mrs. L.M. Cooke	Deputy Clerk
R. Shelbourn	Senior Groundsman
3 members of the public	

In the absence of the Acting Chairman, it was proposed and seconded that Councillor J.V. Norton, Chairman of the Council, should take the Chair.

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor K.S. Piggott.

DECLARATION OF MEMBER'S INTERESTS

Councillor Mrs. B.M. Venes advised Members that she will be serving on the Borough Council's Development Control Committee when a final decision is taken on planning applications and will therefore abstain from voting when planning applications are discussed.

Councillors Mrs. B. M. Venes and M. Walsh declared an interest in any item appertaining to the Allotments.

Councillor P. Lyons-Lewis declared an interest in Planning Application No. 11/00297/FUL.

MATTERS ARISING FROM THE REPORT

No matters were raised.

MOTION FOR ADJOURNMENT**RESOLVED:**

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

During the adjournment the following matters were raised:-

David Hollingworth advised that it was his understanding that the planning application in respect of the siting of the steel container on the Buttercup Gardens Allotment site had been submitted as a result of an Officer from the Borough Council raising the issue that planning permission had not been granted. He believes that planning permission is not required for agricultural buildings, which raises the question as to whether allotments are considered as 'agricultural' or 'horticultural'.

David Hollingworth said he was very impressed with the new planters around the new Elms Park Play Area and asked whether it would be possible to site something similar at other areas around the village.

David Hollingworth reported that there appears to be a problem regarding youngsters throwing stones etc on The Green.

COMMITTEE IN SESSION**A. 11/848 DEVELOPMENT****New Applications**

That the observations contained in Planning Schedule 646 be adopted.

A. 11/849 CRICKET FACILITIES (Vide Minutes A. 11/837 & C. 11/1434)

Councillor J.V. Norton reminded Members that at the Parish Council Meeting held on 8th March 2011 it had been resolved to proceed with the provision of cricket training facilities. The groundstaff had suggested that the Carter 1 Junior Football Pitch be moved onto Jubilee Field, leaving the area free on which to site the cricket training facilities. The Clerk advised that this has since been agreed with the Football Club.

Richard Shelbourn advised Members that he had now received additional information in respect of the type of construction suggested by the Cricket Club ie. putting the carpet on top of a concrete base. Richard has been advised that this is not the best surface as it would create a high bounce to the ball which would not reflect the 'normal' match conditions of a grass wicket. A higher quality, and more expensive carpet would also be required if a concrete base was used. He said the training facility should reflect the conditions normally encountered and therefore the suggestion is that this be either a tarmac or aggregate sub-base. Copies of a quotation in the sum of £7980 (exc. delivery charge for the carpet) from SportyCo for the provision of a concrete base + carpet, together with the price of £1328.64 for a 2-bay cage and net were circulated to Members at

the meeting. Members were reminded that quotations from Notts. Sport and JMS had previously been considered.

Richard also advised that it is possible to purchase a 'moveable carpet' which can be rolled up and stored during the winter months.

Members agreed that although a 2-bay cage/net for both the batting and bowling ends was desirable they discussed the necessity to include a carpet/cage/net installation at the bowling end of the practice facility at this stage. It was pointed out that the existing cricket outfield would provide an adequate facility for bowling practice and the complete installation for the bowling end could be provided as a Stage 2 project. This would have the effect of reducing the overall initial cost of providing cricket training facilities. The installation of surfacing, carpet, cage and nets for the batting end could then be classed as Stage 1 of the project, with Stage 2 following when funds allowed.

Richard Shelbourn was requested to obtain costs for the various options ie. training facilities for batting end only; tarmac base; permanent/ moveable carpet; and that these be available for discussion at the next meeting of the Finance & Policy Committee Meeting scheduled to take place on 12th April 2011.

Nic Greaves, the representative from Ruddington Cricket Club who was present at the meeting, stated that the Cricket Club would go along with whatever the Parish Council decided and thanked Members for their input.

RESOLVED:

1. That the above information be noted.
2. That additional information be obtained by the Senior Groundsman. RS
3. That this matter be further discussed at the next meeting of the Finance & Policy Committee. JG

Nic Greaves, Ruddington Cricket Club, left the meeting at this point.

A. 11/850 ST. PETER'S CHURCHYARD (Vide Item 4 of Report 08.03.11)

Copies of correspondence from the Parochial Church Council had previously been circulated to Members.

The correspondence gave details of a priority listing for restoration of memorials, together with the costs which would be incurred per annum. A quotation received from Ernest Smith (Nottm) Ltd. advised that six memorials would cost £2500 inc. VAT (£2009.80 net) to fix. It was pointed out that prior to any work being carried out it would be necessary to obtain a faculty from the Diocese.

The Chairman advised that there are now more memorials included on the list provided than had originally been discussed with Rev. Andrew Axon during an inspection of the Churchyard, and therefore suggested

that further discussions should take place with the new Vicar, Rev. Andrew Buchanan before any further action is taken by the Parish Council.

It was agreed that at the proposed meeting with the Vicar, the matter of producing a formal agreement with the Parochial Church Council as to where responsibility lies should also be discussed.

Members expressed concern that the Parish Council was being asked to carry out remedial work to individual memorials in the Churchyard at its own expense when it did not contribute at all towards remedial work to individual memorials in Vicarage Lane Cemetery, which it owns. St. Peter's Churchyard was declared a 'closed churchyard' in 1999 and at that time responsibility was passed to the Parish Council, albeit the Church would continue to be involved with some areas such as pathways, voluntary mowing etc. It was pointed out that the Parish Council could, if it so wished, pass on responsibility for St. Peter's Churchyard to Rushcliffe Borough Council, but this would incur a further Special Charge being included on resident's Council Tax.

It was suggested that maybe the Clerk could obtain information from any other Parish Councils who have taken over a 'closed churchyard' as to how they deal, or have dealt, with such matters.

RESOLVED

1. That the above information be noted.
2. That further discussions take place between representatives of the Parish Council and the new Vicar before any further action is taken with regard to memorials.
3. That discussions take place between representatives of the Parish Council and the new Vicar with a view to the production of a formal agreement between the Parish Council and the Parochial Church Council regarding responsibilities within St. Peter's Churchyard.

JN/AW

JN/AW

A. 11/851 FLAWFORD CHURCHYARD (Vide Minute A. 10/840)

Richard Shelbourn reported that work had been completed in respect of re-marking the outline of the original church at Flawford Churchyard.

He advised that prior to the installation of the stone, the area was sprayed with weedkiller in an effort to prevent weeds protruding through the newly laid stone and prevent grass growing over the border line. Richard said he would appreciate feedback from the Local History Society regarding the work undertaken by the Parish Council to restore the original outline.

RESOLVED

That the above information be noted

A. 10/852 WAR MEMORIAL (Vide Minute A. 10/841)Grants

Copies of information from County Councillor Reg Adair suggesting that the Parish Council should submit an application to the NCC Local Improvement Scheme in respect of the proposed repairs to the War Memorial had previously been circulated to Members.

The Clerk reported that she had now received the information and application forms from the War Memorial's Trust in respect of the Grants for War Memorials Scheme.

RESOLVED:

That the above information be noted.

Quotation

Copies of a quotation, together with advisory notes, from Gary Dickman, of Capitol Stone had previously been circulated to Members.

RESOLVED:

1. That the advice be noted, particularly in respect of not re-cutting the lettering as this could remove the hard patina and would accelerate weathering and erosion of the limestone.
2. That the quotation received be included for discussion along with the other three previously received.

Quotations

A document summarising the four quotations received in respect of work to be undertaken at the War Memorial had previously been circulated to Members. The details are as follows:-

Quotation 1	Mark Stafford Stone Masonry & Conservation Ltd.	£33465 exc. VAT
Quotation 2	Stephen Anstey Stonemasons Ltd.	£8000 exc. VAT
Quotation 3	K.J. Lipton & Sons Ltd.	£27200 exc. VAT
Quotation 4	Capitol Stone	£5625 exc. VAT

Members considered that as the proposed work is not of an urgent nature, and due to the vast variation in the quotes despite the fact that all contractors had been issued with the same specification, it would be advisable to obtain independent advice on this matter.

It was suggested that Ben Percival of Ernest Smith (Nottm) Ltd. should be approached to ascertain whether he would be willing to inspect the War Memorial and give his thoughts on the work necessary and offer advice in respect of why he considers there is such a vast difference in the prices quoted.

RESOLVED

1. That the above information be noted.
2. That further advice be sought in respect of the amount of work required and why there is such a vast difference in the prices quoted.

JG

A. 11/853 VILLAGE CHRISTMAS TREE (Vide Minute C. 11/1435)

Copies of Parish Council Meeting Minute No. C. 11/1435 had previously been circulated to Members. The minute included details of correspondence received from the Royal British Legion in respect of their objections to the siting of a Christmas Tree within the War Memorial site. They did suggest, however, that the Parish Council may consider approaching St. Peter's Church with a view to re-instating the lighting on one of the trees within the Churchyard.

It was suggested that this matter be discussed with the Vicar, Andrew Buchanan, at same time as the meeting is held to discuss St. Peter's Churchyard memorials.

RESOLVED:

1. That the above information be noted.
2. That the suggestion to re-instate lighting to a tree in St. Peter's Churchyard be discussed with the Vicar.
3. That this matter be discussed at a later meeting of the Committee.

JN

JG

A. 11/854 CHURCH STREET CAR PARK

Councillor J. V. Norton reported that the proposed informal discussions between the Medical Centre architect, John Hallatt, representatives from Ruddington Medical Centre and himself had not yet taken place as it was considered prudent to wait until after the re-instatement works to The Green had been completed to the satisfaction of the Parish Council.

RESOLVED

That the above information be noted.

A. 11/855 VILLAGE HALL

The Chairman advised Members that he had cancelled the last informal meeting scheduled to have taken place on 15th March 2011 due to the

fact that there was no further significant information to report. He added that he had, however, briefly spoken to County Councillor Reg Adair, who had advised him that the County Council has no intention of closing any libraries in Nottinghamshire, although some may operate reduced opening hours.

RESOLVED

1. That the above information be noted.
2. That further discussions take place once the new Parish Council has been elected.

JG

A. 11/856 RISK ASSESSMENTS

Fire Risk Assessments

Copies of an overview of projects identified in the Fire Risk Assessments recently carried out on behalf of the Parish Council had previously been circulated to Members.

The Deputy Clerk reported that whilst the work involved is mostly paperwork and procedures which have to be set up and performed on a regular basis, there are some issues which can be dealt with quite easily and quickly. These are detailed below:

- There is currently no fire alarm, or smoke alarm, system in place at Elms Park Pavilion/Maintenance Unit and whilst this is not a building regulation, the fire inspection officer suggested that it would be advisable to at least have smoke detectors in the buildings.
- The metal diesel storage tank in the Maintenance Unit is not bunded and is therefore hazardous. A new bunded tank, or bunding built around the existing tank, should be urgently dealt with.
- Sellors Playing Field Pavilion needs to be either totally refurbished inside, or all sanitary-ware removed, capped off and made safe. If the latter is the case, the building could be used for storage purposes only and no further action would be required.
- The boiler house at St. Peter's Rooms requires a Fire Door to be installed between the area where the boiler is sited and the area used for storage.

The Clerk advised that although the Sellors Playing Field Pavilion is mainly used for the storage of goal posts and nets, she was not sure to what extent the Wakes people used the facility. She therefore spoke to David Cox who advised that when the Wakes visits Ruddington, they are self-contained, apart from linking in to the water supply. The Clerk explained to Mr. Cox that the Parish Council may decide to remove the sanitary ware and she therefore suggested to him that perhaps an outside tap could be installed for their use. Mr. Cox readily agreed to this suggestion.

Members raised the question as to whether it would be advisable to remove the toilet and wash basin, as these may be being used on match days. It was agreed to investigate this further. In the meantime, the showers should be removed.

RESOLVED:

- | | | |
|----|---|-------|
| 1. | That smoke detectors be purchased and installed in Elms Park Pavilion and the Maintenance Unit. | LC |
| 2. | That a fire door be installed in the Boiler House at St. Peter's Rooms to separate the boiler area from the storage area. | JG |
| 3. | That a new bunded tank be purchased for the storage of agricultural diesel in the Maintenance Unit without delay. | RS/LC |
| 4. | That further investigations be carried out in respect of the use of the Sellors Playing Field Pavilion facilities. | JG/LC |

Risk Assessments

The Deputy Clerk advised that there are a lot of projects which require attention following the production of the risk assessment document and although many of these can be done 'in house' there is a problem with providing sufficient time for the groundstaff to be able to complete these, particularly with the onset of the mowing season.

One matter of concern is the mezzanine floor area located above the office in the Maintenance Unit which is used for storage of equipment such as strimmers, hedge-cutters, chainsaw etc. There is no safety rail along the edge of the floor area to preclude items from falling off the mezzanine floor into the main bay of the Maintenance Unit, plus the only means of access to the mezzanine area is by use of a ladder. It was suggested that maybe a 'loft' type ladder with handrail could be installed to overcome this problem and that further investigations be made regarding this matter, including the installation of a guard rail.

RESOLVED:

- | | | |
|----|--|-------|
| 1. | That the above information be noted. | |
| 2. | That investigations be made with regard to the installation of a guard rail and an access ladder with handrails. | RS/LC |

A. 11/857 VILLAGE GREEN

Members agreed that until such time as the re-instatement of The Green by Ruddington Medical Centre had been completed to the satisfaction of the Parish Council, this matter should remain on the Agenda to enable further discussions to take place.

In the meantime, the Clerk agreed to contact John Hallatt, the architect responsible for the refurbishment of the Medical Centre, to arrange an inspection meeting with the Clerk, Deputy Clerk and Groundstaff on The Green to discuss the necessary re-instatement works required.

RESOLVED:

1. That the above information be noted.
2. That an inspection meeting be carried out on The Green to discuss necessary re-instatement works.

JG

A. 11/858 JUBILEE CLUBHOUSE (Vide Minute A. 10/775)

Members were reminded that approval in principle had been given to Ruddington Village Football Club to install a trophy cabinet in the social area at Jubilee Clubhouse, but that plans should be submitted to the Committee for approval.

Copies of correspondence, together with a design plan of the proposed trophy cabinet, were circulated to Members at the Meeting. Members noted that the cabinet is to be constructed in Oak veneered MDF and toughened glass with rounded edges and will be sited on the back wall where the Scroll of Honour is currently located as this has been incorporated into the design of the cabinet. It was noted that no costs to the Parish Council will be involved with the installation of the cabinet.

RESOLVED:

That approval be given for Ruddington Village Football Club to install a trophy cabinet in Jubilee Clubhouse to the design submitted and approved by the Parish Council on 21st March 2011.

JG

A. 11/859 REPORTS ON AMENITIES MATTERS

There were no Amenities matters for report.

A. 11/860 ITEMS FOR INCLUSION ON THE NEXT AMENITIES AGENDA

1. Cricket Training Facilities
2. St. Peter's Churchyard
3. War Memorial
4. Church Street Car Park
5. Village Hall
6. Risk Assessments
7. Village Green

The meeting closed at 9.39pm

Chairman

Committee Chairman