

**Draft Minutes of the Amenities Committee meeting**

Held at St Peter's Rooms on Tuesday 4<sup>th</sup> November 2014 at 7.30 p.m.

**Membership**

	D J Hall	Chairman
A	G Ellison	Vice-Chairman
	Miss S A Chambers	
	M S McGowan	
	P F McGowan	
	Mrs M Robinson	
	Mrs B M Venes	
	W A Wood	

Action

PCO =  
Parish  
Council  
Office

PCG =  
Parish  
Council  
Ground  
staff

Persons absent are marked 'A'

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

Also in Attendance

Councillor	Mrs A Auckland
Councillor	Mrs M Pell
G D Long	Clerk
R Turner	Deputy Clerk
1 member of the public	

A. 14/11/01 Apologies for Absence

Apologies for absence were received from Councillor G Ellison due to a work commitment.

A. 14/11/02 Declaration of Member's Interests

Councillor Mrs B. M. Venes declared an interest in any item relating to the allotments and Vicarage Lane Cemetery.

A. 14/11/03 Minutes

The minutes of the meeting held on 23<sup>rd</sup> September 2014, having previously been circulated, were confirmed as a correct record and signed by the Chairman.

A. 14/11/04 Action Update

An update on actions resulting from recommendations had previously been circulated.

Members noted this information.

A. 14/11/05 Motion for Adjournment

**Resolved that:** The Committee adjourns to allow the members of the public present to make statements on agenda items

**Committee in Session**

A. 14/11/06 Development

New Applications

**Resolved that:** The observations contained in Planning Schedule 728 are adopted.

A. 14/11/07 Amenities Committee Income and Expenditure

Copies of the Summary Report on Income and Expenditure to 30<sup>th</sup> September 2014 had previously been circulated to members.

**Resolved that:** The above information is noted.

A. 14/11/08 Litter Bins (See minute F. 13/1244)

Copies of a report on the replacement of dog waste and litter bins on Parish Council premises with single multi-purpose bins had previously been circulated. The changes to the provision of litter bins and purchase of new bins were agreed as per the report.

**Resolved that:**

- a) 8 single purpose dog bins and 3 litter bins are removed where indicated; PCO
- b) 5 new multi-purpose bins are purchased, to be funded from the earmarked reserves at a cost not exceeding £2,200 in 2014/15; PCO
- c) The existing bins on the Green are replaced at a cost not exceeding £1,800 in 2015/16. One to be sited in the middle of the Green PCO
- d) During summer 2015 the condition of the bins is reviewed again with a view to drawing up a replacement schedule for 2016/17 and 2017/18. PCO
- e) Stickers indicating the bin is multi use be put on the bins on the Green PCO

A. 14/11/09A Installation of Electricity and Water on the Green (See minute A. 14/09/09)

Copies of a report on installing electricity and water on the Green had previously been circulated. This was discussed. It was agreed that the Clerk seek legal advice as to whether there are any legal restrictions preventing the erection of a cabinet to house the electric meter and consumer unit. Advice is sought initially from the solicitor at Ruschcliffe

Borough Council, then from Councillor G Ellison or from an independent legal firm. Further consideration is given to the costs of providing electricity. Water is supplied by installing a standpipe.

**Resolved that:**

- a. The Clerk seek legal advice to see if there are any legal restrictions preventing the erection of the cabinet to house the meter and consumer unit for the electricity supply on the Green and whether it is lawful to make a charge for events on the Green. PCO
- b. Legal advice is sought initially from the solicitor at Rushcliffe Borough Council, then from Councillor G Ellison, whom is a qualified barrister or from an independent legal firm. PCO
- c. Further consideration is given to the costs of providing electricity. PCO
- d. A standpipe is installed to supply water to the Village Green. PCO

A. 14/11/09B Conditions for Future Use if the Village Green

A discussion was had on the report on conditions for the future use of the Village Green and agreed, which had been previously circulated. Further conditions were put forward and discussed.

**Resolved that:** conditions of use, attached to these minutes, is agreed.

A. 14/11/10 Defibrillator update

The Deputy Clerk provided an update on the provision of 2 defibrillators in Ruddington.

**Resolved that:** The update attached to these minutes, is noted.

A. 14/11/11 Shredding of Christmas Trees

Copies of a report on improving the Parish Council's provision of shredding Christmas Trees had previously been circulated. This was agreed.

**Resolved that:** The Parish Council offer to collect and chip Christmas trees on 7<sup>th</sup> January for those who have notified the office by 4<sup>th</sup> January. PCO

A. 14/11/12 Reports on Amenities Matters

There were no reports on Amenities matters.

The meeting closed at 8.55 p.m.

Chairman

Committee Chairman

## Conditions of use agreed at Amenities Committee 4/11/14

All conditions and charges to be reviewed in November 2015 for implementation from April 2016.

**Area Covered:** The area rented out is any one of the 3 larger sections of the Green. More than one area may be rented out for an event, each will be charged at the amount below.

**Charges:** £250 per day used with ½ day free set up/take down per day in use. Charges apply until 31/3/16. A deposit of £500 per event will be required, refundable if no conditions have been breached.

Payment for the event and the deposit shall be made at least 2 weeks before the commencement of the booking.

**Limits to number of times used:** For 2015 only: 4 events, maximum of 10 paid days in total. No event to exceed 4 days.

### **Possible type of use:**

- OK: Only events that are open to all the public e.g. Ruddfest, markets.
- Not OK: Weddings/ parties, cars on the Village Green, inc. car boot sales (by laws), music festivals, and 'casual' food wagons.

The use and details - e.g. number and siting of stalls, siting of marquees, type of produce being sold - are to be agreed with the Parish Council office before the booking is accepted. If there is any doubt the Clerk may refer the matter to the Chairman of Amenities (or in his absence the Vice Chairman). If the Chairman wishes the matter may be considered by Amenities Committee.

### **The hirer is responsible for:**

- Ensuring they have adequate insurance cover for the agreed use, including public liability.
- Erecting any marquee or other temporary structure.
- Putting right any damage caused to the Village Green during the event arising from the rental.
- Providing sufficient portaloos on site. The number to be agreed with RPC at the time of booking. Minimum 2.
- Operating a full clean-up of the Village Green during and after the event ensuring no litter has been left behind. (RPC can provide contact details for Streetwise).

- If alcohol is being sold for on site consumption:
  - ◆ Keeping drinking and any other activity within the part of the Village Green the event is on & mark clearly on the boundary that glasses etc. should not go beyond that point.
  - ◆ Having glass washing facilities on site.
  - ◆ Not selling glasses.
  - ◆ Advertising the availability of public transport on all publicity for the event
  - ◆ Provision of anti drink driving information at the point of sale
- Providing a 'silent' generator(s) (unless electricity is supplied by RPC)
- Ensuring appropriate security (including overnight) for the duration of the letting.
- Obtaining any necessary licenses.
- Informing RPC as soon as the licenses are obtained and, for 2014 & 2015 only, inform the residents of the Village Green of the event giving them a minimum of one week's notice.

### **General:**

The agreed use shall not start until 9.00 a.m. Monday to Saturday inclusive, 10.30 a.m. Sunday. Setting up shall not start before 8.00 a.m. Monday to Saturday inclusive, 9.30 a.m. Sunday.

The agreed use must cease at 11.00 p.m. Monday to Saturday inclusive, 10.30 p.m. Sunday. Setting up must cease at 8.00 p.m.

The hirer will not use the premises for any purpose other than that described on the Application/Booking Form and shall not sub-hire or use the premises or allow the premises to be used for any unlawful purpose or in any unlawful way nor to do anything which may endanger the premises or persons using the premises or vitiate any policy of insurance.

The Parish Council reserves the right to carry out any inspections or repairs during any periods of hire.

The Parish Council reserves the right to charge for any cleaning that may be necessary following the period of hire.

Any music shall cease at least 30 minutes before the end of the event.

The sound levels from the event shall not exceed 60 dBA measured as a 5 minute  $L_{eq}$  over any 5 minute period when measured (at a position to which the organisers are allowed access) at or close to the boundary of any residential or commercial premises.

### **Update on Heart Defibrillators**

RPC have received the 2 defibrillators and 2 yellow stainless steel cabinets to house the units. One is to be situated at SPR and one at EPK.

The Groundstaff will fit the cabinets, working with an electrician to ensure there is an electrical supply to the units. Once installed they will

be registered with the ambulance service.

Training will be provided by The Community Heartbeat Trust. The Deputy Clerk has arranged for 2 sessions; Saturday 13<sup>th</sup> December 11am to 1pm and Tuesday 20<sup>th</sup> January 2014 7pm to 9pm at St. Peter's Rooms. The Deputy Clerk will be writing to all our users, coffee mornings, WI, football teams etc, informing them of the training sessions. Also they have been publicised in November's Village Newsletter