

## RUDDINGTON PARISH COUNCIL

**DRAFT MINUTES OF THE AMENITIES COMMITTEE MEETING**

HELD AT ST. PETER'S ROOMS, CHURCH STREET ON TUESDAY 12<sup>th</sup> JULY  
2011 AT 7.30PM

**Membership**

	W.A. Wood	Chairman
	Mrs. B. Breakwell	Vice-Chairman
	A. Chopra	
	P.F. McGowan	
	Mrs. B.M. Venes	
	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. Pell
Mrs. J.A. Goodbody	Clerk to the Council
Mrs. L.M. Cooke	Deputy Clerk
2 members of the public	

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Mrs. R. Wilson.

DECLARATION OF MEMBER'S INTERESTS

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

The Chairman declared an interest in Planning Applications 11/00624/FUL and 11/00941/CON.

MATTERS ARISING FROM THE REPORT

Trees to rear of Village Hall (Vide Minute A. 11/869)

The Clerk reported that the work to the trees to the rear of the Village Hall had been carried out earlier in the day. Members noted this information.

MOTION FOR ADJOURNMENTRESOLVED:

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:-

Don Sayers of Elms Close referred to item 17 on the Agenda concerning his request that the Council removed the trees at the corner of Elms Park which are located very close to the boundary to the rear of his property. Mr. Sayers re-iterated the issues raised in his letter to the Parish Council, which had previously been circulated to Members. He added that youngsters tend to congregate under the trees and recently the fire brigade had had to be called as they had set the hedge alight, the cause of which was thought to be as a result of throwing a portable barbecue into it.

David Hollingworth raised the following issues:-

- Was the Council going to replace the burned hedge with either new hedging or fencing?
- There was no Parish Councillor in attendance at the Surgery held on 9<sup>th</sup> July 2011
- The Village Green looks run down, paths need levelling, an elder tree is growing on the side of a redwood tree and 3 sycamore saplings are now growing in the same area
- The north side section of The Green is a sea of dandelions and needs spraying
- Allotment Competition – understands that entry could not be gained to Hareham Gardens and therefore they were not included. He also advised that in the past the same judge did not carry out the task for more than 3 years consecutively whereas the current judge had been doing the job for many years and he suggested that perhaps this could lead to ‘favouritism’.

In response, the Clerk advised that the Allotment Judge is not aware of the tenants names when he inspects the allotments, he merely makes a note of the allotment number, and therefore there is no chance of favouritism taking place.

## **COMMITTEE IN SESSION**

### **A. 11/879 DEVELOPMENT**

The Vice-Chairman took the Chair during the discussions relating to Planning Applications 11/00624/FUL and 11/00941/CON as the Chairman had previously declared an interest in these.

#### **New Applications**

That the observations contained in Planning Schedule 655 be adopted.

### **A. 11/880 CRICKET FACILITIES (Vide Minute A. 11/862)**

The Clerk reported that the installation of the cricket training facility had now been completed.

#### **RESOLVED:**

That the above information be noted.

A. 11/881 ST. PETER'S CHURCHYARD (Vide Minute A. 11/863)

Copies of the letter sent to the Vicar of St. Peter's Church, together with copies of correspondence from Andrew Third to Councillor Mrs. B.M. Venes, had previously been circulated to Members. Further correspondence from Andrew Third to Councillor Mrs. B.M. Venes was circulated at the Meeting.

The Clerk reported that she had been contacted by Mrs. Sue Rivington from St. Peter's Church Office regarding the possibility of holding a meeting with the Vicar, but nothing further had been heard.

Clarification as to why the Parish Council was dealing with two different people from St. Peter's Church was sought by Members. The Chairman advised that Andrew Third was the contact dealing with the possibility of re-instating the memorials, whereas the Vicar was dealing with the overall maintenance in respect of the closed Churchyard.

It was agreed to defer further discussion on this matter until a response had been received from the Vicar.

RESOLVED:

That this matter be further discussed at the next meeting of the Committee.

JG

A. 10/882 WAR MEMORIAL (Vide Minute A. 11/864)

The Clerk reported that she had spoken to Ben Percival from Ernest Smith Monumental Masons and he had agreed to meet with the Chairman of the Committee and herself to examine the War Memorial and the quotations received in order to cast an opinion as to why there is such a vast difference in the prices quoted, particularly as all contractors had worked to the same specification. A convenient date has yet to be determined.

RESOLVED:

1. That the above information be noted.
2. That this matter be further discussed at the next meeting of the Committee.

JG

A. 11/883 CHURCH STREET CAR PARK (Vide Minute A. 11/865)

The Clerk reported that no further action had been taken on this matter as it had been 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. 11/884 VILLAGE HALL (Vide Minute A. 11/866)

The Chairman advised that following the forum meeting held on 21<sup>st</sup> June 2011 it would appear that the way forward would be to obtain an up to date full structural survey of the building to enable meaningful discussions to take place as to the future maintenance of the Village Hall. Members agreed to this suggestion.

RESOLVED

1. That a full structural survey of the Village Hall be undertaken.
2. That the future maintenance of the Village Hall be further discussed following receipt of the structural survey.

JG

JG

A. 11/885 RISK ASSESSMENTS (Vide Minute A. 11/867)

The Clerk reported that the new fire door in the boiler house at St. Peter's Rooms had recently been installed.

The Deputy Clerk reported that she had produced Scheduled Inspection Sheets in respect of all Play Equipment and these had been passed to the groundstaff for immediate implementation.

All other outstanding issues were being dealt with as time permitted.

RESOLVED:

That the above information be noted.

A. 11/886 VILLAGE GREEN (Vide Minute A. 11/867)

Copies of a report from John Hallatt on behalf of Ruddington Medical Centre in respect of reinstatement works on the Green had previously been circulated to Members.

Councillor P.F. McGowan advised that he had been approached by a local resident on Saturday 9<sup>th</sup> July 2011 asking why there were men working on the green 'digging up concrete'. He went to investigate and ascertained that the men concerned were from a company called PL Services and they had been contracted by Lewis Ashley to undertake the reinstatement works. They had removed stonework which had been left following the siting of the temporary Medical Centre and carried out spraying in order to leave the ground ready for scarifying, levelling, reseeding etc in a few weeks time.

Councillor A. Chopra reported that he had been asked by a local resident whether the Council would consider holding a regular Farmer's Market on the Village Green. He was advised that the practicalities of holding a

regular Farmer's Market at St. Peter's Rooms had been discussed by organisers approximately 3 years ago and they had decided at that time that it would not be sustainable in Ruddington. Councillor Chopra was informed that anyone wishing to use the Village Green for any project would need to write in to the Clerk to the Council and the merits of the application would be discussed by the Parish Council.

RESOLVED:

That the above information be noted.

A. 11/887 ELMS PARK PLAY AREA – PHASE 3 – MULTI-USE GAMES AREA  
(Vide Minute A. 11/873)

Councillor Mrs. B. Breakwell reported that the working group had met at the playing field and discussed the way forward with the project. It had been agreed to conduct a consultation exercise with the residents of all properties bordering the Elms Park/Loughborough Road Playing Field and letters had been delivered by hand during June 2011 asking for comments by 18<sup>th</sup> July 2011. Several responses had been received to date and most comments appeared to be regarding the loss of the parking facility.

It was suggested that it may prove beneficial to conduct a wider consultation via the website/newsletter later in the process.

Councillor Mrs. B. Breakwell advised that the working group is endeavouring to obtain costings and although Proludic had visited the site, they do not supply equipment of this nature. Costings are therefore being obtained from Wicksteed Leisure Ltd., who have carried out installations of a similar nature on behalf of Gedling Borough Council and Lightmain, who recently installed a MUGA at Cotgrave.

The Clerk advised that she had been contacted by Carola Jones earlier in the day who wished to ascertain progress to date. She had advised that the matter would be discussed at the meeting and she would contact her to advise of progress.

RESOLVED:

That the above information be noted.

A. 11/888 ALLOTMENTS COMPETITION 2011

Copies of a report prepared by the Clerk in respect of results of the 2011 Allotments Competition had previously been circulated to Members.

RESOLVED:

1. That awards be made as per the Judge's recommendations.

2. That cash prizes be awarded as follows:-

Winner	£50.00
Second	£25.00
Third	£15.00
Fourth	£10.00

3. That the Council in accordance with its powers under Sections 137 and 139 of the Local Government Act of 1972 should incur the following expenditure which in the opinion of the Council is in the interests of the area or its inhabitants and will benefit them commensurate with this expenditure:-

a.	Prize Money	£100.00
b.	Judge's Fee	£30.00

4. That the awards be presented at the Parish Council Meeting scheduled to take place on 20<sup>th</sup> September 2011, unless a Special Presentation Evening is arranged.

A. 11/889 ALLOTMENTS – WILFORD ROAD (PARADISE GARDENS)  
(Vide Minute A. 10/830)

Copies of a report prepared by the Deputy Clerk had previously been circulated to Members.

The report gave details of the condition of certain allotments following an inspection on 27<sup>th</sup> June 2011, some of which had previously been the subject of discussions at the Amenities Meeting held on 5<sup>th</sup> September 2010.

Copies of correspondence from Ron Tew thanking the Parish Council for its help in maintaining and improving the standards of the allotments was circulated to Members at the Meeting. The letter also stated that the monthly inspections carried out by the Deputy Clerk were extremely helpful in maintaining and ensuring the plots are kept in good order and that most of the allotment holders are very happy with this arrangement.

Members discussed each allotment in turn as follows:-

Allotment 3A – this allotment appeared to be making steady progress, but the latest inspection showed that whilst there is cultivation on the plot, it is overgrown with weeds and neighbouring tenants are again complaining about the drift. Gooseberries and blackcurrants have not been picked. The area closest to the shed/fence appears to be better maintained/cultivated than the rest of the plot. It is therefore suggested that the tenant be requested to relinquish a further section of his allotment at the end of the current year, leaving him the area which he seems to be able to manage easily. **Agreed by Committee**

Allotment 5A – improvements have been made during the year, but cultivation of the plot is not consistent. It is suggested that this allotment be kept under review. **Agreed by Committee**

Allotment 27A – considerable improvements have been made.

**Noted by Committee**

Allotment 32C – this allotment now has a new tenant who has not cultivated the plot at all this year. The tenant has been contacted by letter but has not responded, or been on site. It is suggested that this tenant is in breach of his agreement and therefore the tenancy should be terminated.

**Agreed by Committee**

Allotment 34A – Despite numerous discussions and offers of assistance from the allotment volunteers on site, the shed has still not been moved. The allotment is only partially cultivated. The Deputy Clerk advised that at the current time Ron Tew is unable to offer assistance with the removal of the shed.

**The Committee agreed that the shed must be moved by 1<sup>st</sup> September 2011 and failure to do so will result in the shed being dismantled by the Council's DLO and costs passed on to the tenant**

RESOLVED:

1. That the actions detailed above be taken by the Parish Council.
2. That thanks be recorded to the Deputy Clerk for the work undertaken in respect of the allotments and associated risk assessments to ensure that they are maintained to the expected standard.

A. 11/890 ELMS PARK – TREES ADJACENT TO HAWTHORN HEDGE

Copies of correspondence from a local resident requesting the removal of the trees had previously been circulated to Members. Copies had also been provided to the Parish Council's groundstaff for their comments.

The Clerk reported that she had spoken with the groundstaff, who had confirmed much of what the resident had said with regards to the hedge fire and youths congregating under the trees. The groundstaff also commented that the grass has been burned in this area due to the use of portable barbecues and therefore it is recommended that the trees be removed.

Members noted the above information and agreed to the groundstaff's recommendation that the trees be removed.

RESOLVED:

That the offending trees, as requested, be removed.

RS

A. 11/891 VILLAGE HALL

Copies of a report prepared by the Deputy Clerk in respect of comparative costs for activities held at the Village Hall had previously been circulated to Members.

Copies of two quotations in respect of floor maintenance and re-lining of the badminton court had also been circulated to Members. Members were advised that the court was last re-lined in September 2008.

It was suggested that at the time of Budget Preparation consideration should be given to the amount of 'wear and tear' on the floor when setting the appropriate fees to be charged for the various activities.

In the meantime, it was agreed to take no action at the current time with regard to re-lining the badminton court.

**RESOLVED:**

1. That the above information be noted.
2. That the appropriate fees to be charged for the various activities be carefully considered at the time of Budget preparation. JG
3. That re-lining of the badminton court should take place in Summer 2012. LC

**A. 11/892 ST. PETER'S ROOMS – MAIN HALL FLOOR** (Vide Minute A.11/874)

Members were reminded that at the last meeting of the Committee it was reported that damage had occurred to the main hall floor by a hirer putting double-sided tape down, which on its removal had caused the seal to be lifted. The event concerned was held to raise money for the British Heart Foundation. Members were advised that originally the hirer had been prepared to get someone in to look at the damage caused, but this never happened.

Copies of two Options in respect of remedial work had previously been circulated to Members:-

**Option 1** involves lightly sanding the affected area and applying 2 coats of seal; very lightly sanding that half of the floor and apply one coat of seal at a cost of £450.00 plus VAT.

**Option 2** involves sanding that half of the floor back to bare wood and apply three coats of heavy duty floor seal at a cost of £850.00 plus VAT

**RESOLVED:**

1. That the above information be noted.
2. That Option 1 be accepted in the sum of £450.00 plus VAT. LC
3. That the hirer be contacted to ascertain whether she would be willing to make a donation towards the cost of remedial work to the main hall floor. LC



A. 11/893 CASUAL BOOKINGS OF PREMISES

The Deputy Clerk advised Members of the current arrangements in respect of casual hirers of premises and several issues which could, and indeed have, occurred. These include:-

- Hirers arriving earlier than booked and on occasions inconveniencing or rushing the previous booking
- Hirers leaving without carrying out adequate cleaning
- Hirers leaving property or equipment damaged (it is almost impossible to prove who is at fault if there is more than one booking over a weekend)
- Hirers leaving the premises unsecured
- Risk of releasing keys to members of the public, which are not always returned promptly, or sometimes not returned at all
- Health & safety issues, along with hirers comfort, which need to be addressed eg in the event of an accident; the heating switching off; the fire alarm being triggered; vandalism. No contact details are publicised or given to hirers, unless they specifically ask
- If a contact point (or several) was established, this could also be used by regular hirers in the case of an emergency

It was suggested that Members give some thought and reflect on the above information, particularly in respect of the possibility of paying a retainer fee to a person nominated/appointed to cover the above issues. It was agreed that this matter be further discussed at the next meeting of the Committee prior to preparation of the Budget.

RESOLVED:

1. That the above information be noted.
2. That this matter be further discussed at the next meeting of the Committee.

JG

A. 11/894 SELLORS PLAYING FIELD

Copies of an email from a local 15 year old boy had previously been circulated to Members. The email is requesting the Parish Council to give consideration to installing two or more football goals at Sellors Playing Field to enable youngsters from that area to enjoy playing football. The email points out that currently the goal posts are chained up under the hedge.

The Clerk advised that the Senior Groundsman had mentioned recently that he was hoping to be able to accommodate all football matches at either Elms Park/Carter Playing Field/Jubilee Field for the coming season and therefore Sellors Playing Field would not be used for regular matches. The Clerk pointed out that the Parish Council installed a goal post at Vicarage Lane Playing Field at the time of its refurbishment and therefore suggested that, subject to the agreement of the groundstaff, the goal posts at Sellors Playing Field be installed on a permanent and secure basis.

Members applauded the 15 year old for raising the issue and acceded to his request, subject to the agreement of the groundstaff.-

RESOLVED:

1. That, subject to the agreement of the groundstaff, the goal posts be erected on a permanent and secure basis at Sellors Playing Field.
2. That the 15 year old boy be advised of the Council's decision.

JG/RS

JG

A. 11/895 REPORTS ON AMENITIES MATTERS

Ruddington Fun

Councillor Mrs. B. Breakwell advised that Ruddington Fun had been placed 42 out of 300 in the Nottingham Evening Post Communities Awards and as a result of the number of vouchers collected they had been awarded a grant of £219.48. Members congratulated the group on this achievement.

Football

The Clerk read to Members the contents of a letter from the Secretary/Manager of Fanzines Football Club who have used the Elms Park Football Pitches for a number of years. The letter reads as follows:-

“My name is Richard Shaw and I am currently secretary, and soon to be manager, of Fanzines Football Club. I am writing on behalf of all at the club to say thank you very much for the use of the Elms Park facilities last season. The pavilion has been clean and tidy whenever we have used it and the ‘slope’ pitch has been kept in fantastic condition by groundsman Richard, who has never been anything but helpful. We would dearly like to continue to use the facilities next season if that is at all possible. If there are any problems, please get in touch’.

Members were delighted to note the above comments and asked the Clerk to pass on congratulations to the groundstaff.

JG

Next meeting of the Committee

The Deputy Clerk advised that if the Committee wished to hold a future meeting at Elms Park Pavilion, as opposed to St. Peter's Rooms, it would be helpful if she received advance notice of this in order that the correct information can be published on the website and in the Village Newsletter.

It was therefore agreed that the next meeting, scheduled to take place on 4<sup>th</sup> October 2011, be held at Elms Park Pavilion.

LC

A. 11/896 ITEMS FOR INCLUSION ON THE NEXT AMENITIES AGENDA

1. St. Peter's Churchyard
2. War Memorial
3. Church Street Car Park
4. Village Hall
5. Risk Assessments
6. Village Green
7. Elms Park Play Area Phase 3 – Multi-Use Games Area
8. Budget Preparation

The meeting closed at 8.50pm

Chairman

Committee Chairman