

**MELBOURN PARISH COUNCIL
MINUTES**

Minutes of the Play Areas, Recreation and Youth Committee held on Monday 11th July 2016 in the upstairs meeting room in the Community Hub, High Street, Melbourn commencing at 8.25pm.

Present: Cllrs. Linnette (Chair), C.Stead, Cllr Mulcock, Cllr Crosby, Cllr Townsend, Cllr Parton, Cllr Hart, Cllr Gatward

In attendance: The Clerk

PLY01/16 Apologies for Absence:

Cllr Tulloch due to work commitments and Cllrs Bloomfield for personal reasons..

PLY02/16 Declarations of Interest:

There were no declarations made.

PLY03/16 Minutes of the meeting held on Monday, 21st March 2016

It was proposed by Cllr. Crosby and seconded by Cllr. Stead and agreed that the minutes of the meeting held on 21st March 2016 be signed as a true record. This was carried by all.

PLY04/16 To receive a report on the meeting 21st March 2016:

See Appendix A

Cllr Hart raised her concern that dog poo is still a concern on the recreation ground and that dog owners still ignore the new signs and let their dogs off leads. **ACTION: THE CLERK TO ASK TIM STEBBINGS TO PINK SPRAY THE RECREATION GROUND AND ASK DISTRICT CLLRS WHERE ARE WE WITH THE PROPOSED DOG WARDEN TO SHARE AMONGST VILLAGES.**

PLY05/16 To receive report on current income and expenditure – Appendix B

The Clerk presented the accounts from April 2016 and raised her concern that the budget for Play Areas is £10000 and Recreation is £0 for 2016/2017 and last year the total expenditure for 2015/2016 was £11338.31 for Play Areas and £16049.25 for Recreation. As Cllr Bloomfield was absent from this meeting The Clerk is to discuss these figures with Cllr Bloomfield at a later date. Cllr Mulcock stated that looking back through expenditure during 2015/2016 there were large amounts of money paid finishing off the pavilion. **ACTION: THE CLERK**

The Clerk to ask the solicitor where are we with Littlehands Lease.

ACTION: THE CLERK

PLY06/16 Update on the Pavilion and to discuss the recent drainage problem. Appendix C

The committee discussed the recent drainage problems that occurred during The Village Fete. The Clerk received a report from Melbourn Fete Committee which she presented. (Appendix C).

Cllr Linnette felt it was the volume of people that caused the problem. The Clerk reported her findings since the fete:

- 1) Cess- pitt had not been emptied for a number of years and this has

now been emptied. (Cess-pits should be emptied yearly). The Clerk confirmed 1000 litres has been taken away.

- 2) No sanitary bin contract in place, the bins in the pavilion were full and not emptied causing people to place items down the toilet causing a huge blockage that Dynorod found and cleared during the following week. The Clerk has now set a contract in place with PHS

The Clerk confirmed the issues that occurred were due to the Parish and not the Village Fete Committee.

Cllr Mulcock suggested we now have the cess-pit cleared annually just prior to the village fete. **ACTION: THE CLERK TO ENSURE THIS HAPPENS**

Cllr Townsend stated that the Fete Committee should ask for an H&S assessment re: using the numbers from this year - how many toilets should they have for the number of people attending the event. **ACTION: THE CLERK TO CONTACT MELBOURN FETE COMMITTEE**

The Clerk mentioned the man-hole cover is slightly raised next to the pavilion and a quote for a replacement is on its way. **ACTION: THE RANGER TO LOOK AT THE MAN-HOLE COVER NEAR TO THE PAVILION AND RAISE THE AREA WITH SOIL.**

PLY07/16 To receive an update on the recreation Ground

Cllr Townsend stated that a recent school visit to Clear Crescent Play Park had highlighted to her there were naughty words written on the play equipment.

ACTION: THE CLERK TO INFORM TIM STEBBINGS

PLY08/16 To receive an update on the BMX Trails:

There was nothing to report.

PLY09/16 To discuss any matters concerning Youth Issues

Summer provision has been confirmed with Groundworks and behaviour issues have reduced at the youth club.

PLY10/16 To discuss and matters concerning the Village Ranger

The Clerk confirmed the Rangers Contract is still being looked at and this can be discussed at the next F&G meeting.

PLY11/16 Condition of Littlehands Car Park

The Clerk presented an email from a resident about the condition of Littlehands Car Park. Appendix D

In the first instance the committee felt yellow spray paint is required to mark the uneven areas and also to erect "uneven surface" signs around the area.

The Clerk is to obtain 3 quotes giving the following information:

- Price for tarmacing the whole car park
- Price for filling only the uneven areas

The Clerk to report back with the quotes once obtained.

ACTION: THE CLERK

PLY12/16 Correspondence

There was nothing to report

PLY13/16 To accept notices and matters for the next Agenda

(a) Littlehands Car Park Quotes

The Chairman closed the meeting at 8.55p.m.

Appendix A

Melbourn Parish Council Ongoing Action List from Play and Recs Committee Meeting:

Date of Meeting	Item Number	Action	By Whom	Action Taken
8/2/16	PLY57/15	Cllr Tulloch mentioned the increased issue of dog fouling around the pavements and recreation ground in Melbourn. After a long discussion it was agreed The Clerk to look into the costing of a "Dog Warden". ACTION THE CLERK TO LOOK INTO COSTING OF A DOG WARDEN AND REPORT BACK TO COMMITTEE.	The Clerk	District Cllrs Hales and Barrett are in discussion with SCDC. Awaiting information from meeting.
8/2/16	PLY60/15	(a) Littlehands The Chair read out an email from Littlehands relating to an email Relating to theft of oil. Suggestions from the committee to ensure this doesn't happen again: Littlehands to install CCTV, fit a lockable cap on the oil tank and make the fence and gate more secure. ACTION: THE CLERK TO INFORM LITTLEHANDS OF SUGGESTIONS. CLERK TO ENSURE LITTLEHANDS RECEIVED EMAIL.	The Clerk	Complete. Email sent but no response from Littlehands. Complete – another email has been sent.
8/2/16	PLY61/15	Cllr Hales mentioned Groundworks is looking for a volunteer to help each week. ACTION: THE CLERK TO INCLUDE	The Clerk	

		THIS IN THE SUMMER EDITION OF HER ARTICLE OF THE MELBOURN MAGAZINE.		
21/3/16	PLY70/15	<p>Cllr Bloomfield raised her concerns about how the pavilion had been left by the Youth Club. The issues were noted and Cllr Hales and Cllr Bloomfield are to speak with Groundworks. The lighting in the changing room requires changing.</p> <p>ACTION. CLLR HALES AND BLOOMFIELD</p>	Cllr Bloomfield and Cllr Hales	
21/3/16	PLY71/15	<p>To receive an update on the recreation Ground</p> <p>The Clerk unlocked Littlehands Gate on Saturday 19th March 2016 morning and found a monk jack deer trapped in the metal railings of the small yellow gate entering The Moor, Play Park. The RSPCA were called and attended site. The monk jack was removed from the bars, (which has now left the bars bent). A donation to the RSPCA is to be discussed at Full Council 29 March 2016.</p> <p>ACTION: THE CLERK – AGENDA</p>	The Clerk	Complete – now an agenda item

Appendix B

Financial Budget Comparison

Comparison between 01/04/16 and 11/07/16 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/16

		Previous Year's Net	2016/17	Actual Net	Balance	2017/18
Play & Rec						
Income						
300	Match Fees					
300/1	Melbourn FC	£0.00	£0.00	£0.00	£0.00	£0.00
300/2	Melbourn Dynamos	£0.00	£0.00	£0.00	£0.00	£0.00
300/3	Melbourn Sundays	£0.00	£0.00	£0.00	£0.00	£0.00
300/4	External Clubs	£0.00	£0.00	£0.00	£0.00	£0.00
300	Total	£0.00	£0.00	£0.00	£0.00	£0.00
310	Use of gezebo	£0.00	£0.00	£0.00	£0.00	£0.00
320	Hire of Old Recreation Ground	£190.00	£0.00	£150.00	£150.00	£0.00
330	Little Hands Nursery Rent	£13,860.00	£26,000.00	£2,310.00	-£23,690.00	£0.00
340	Pavillion	£0.00	£0.00	£0.00	£0.00	£0.00
350	Grant Money	£0.00	£0.00	£0.00	£0.00	£0.00
360	Other Sports	£0.00	£0.00	£0.00	£0.00	£0.00
370	MAYD reimbursements	£0.00	£0.00	£0.00	£0.00	£0.00
380	Bike Bank	£0.00	£0.00	£0.00	£0.00	£0.00
Total Income		£14,050.00	£26,000.00	£2,460.00	-£23,540.00	£0.00

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		Previous Year's Net	2016/17	Actual Net	Balance	2017/18
Expenditure						
3000	Play Areas and Recreation					
3000/1	Little Hands Nursery	£7.54	£0.00	£0.00	£0.00	£0.00
3000/2	Pavilion	£6,866.17	£3,000.00	£1,621.53	£1,378.47	£0.00
3000/3	Play Areas	£11,338.31	£10,000.00	£0.00	£10,000.00	£0.00
3000/4	Recreation	£16,049.25	£0.00	£1,344.93	-£1,344.93	£0.00
3000/5	Refuse collection					
3000/5/1	Stockbridge Meadow	£0.00	£0.00	£0.00	£0.00	£0.00
3000/5/2	Ogden Close/Water Lane	£0.00	£0.00	£0.00	£0.00	£0.00
3000/5/3	Clear Crescent	£0.00	£0.00	£0.00	£0.00	£0.00
3000/5	Total	£0.00	£0.00	£0.00	£0.00	£0.00
3000	Total	£34,261.27	£13,000.00	£2,966.46	£10,033.54	£0.00
3100	MAYD PC budget	£639.00	£4,400.00	£3,107.48	£1,292.52	£0.00
3200	Bike Bank	£0.00	£0.00	£0.00	£0.00	£0.00
Total Expenditure		£34,900.27	£17,400.00	£6,073.94	£11,326.06	£0.00

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300/4	External Clubs	£0.00	£0.00	£0.00
300	Total	£0.00	£0.00	£0.00
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3200	Bike Bank	£0.00	£0.00	£0.00
Total Expenditure		£17,400.00	£6,073.94	£11,326.06

Appendix C

Dear Sarah

Thank you for the invitation to attend tonight's Play and Rec meeting. Unfortunately neither the Fete Chair nor I are able to attend.

We very much appreciate the action that you have taken to sort out the problems I reported following the Fete. It seems to have been a number of different factors coming together: full sanitary bins in the ladies toilets leading to people putting nappies and sanitary products down the toilets and hence blocking the sewage pipes, and an un-emptied cesspit. Your prompt action should mean that this situation will not recur. As you know I did flag up concerns following a Melbourn Dynamos' Tournament on 21st May when similar problems with the Ladies' loos happened within half an hour of the event starting. I am now confident that you have got to the **'bottom'** of the problem and that your actions will mean that future hirers of the Pavilion will not experience similar issues.

I understand it has been suggested that the Fete should bring in Portaloos next time. **This is unnecessary if the facilities in the Pavilion are functioning properly.** The Fete did use Portaloos in 2013 before the refurbishment of the Pavilion. At that time there were only two usable ladies cubicles. Following the refurbishment we had access to 3 cubicles in the Ladies, the disabled toilet and an additional cubicle in the Home Changing Rooms. This worked well for 2014 and 2015, and would have been adequate for 2016 **if the system had been working properly.**

As we discovered, bringing Portaloos onto site introduces a whole raft of other issues (lighting, positioning, costs and how to ensure that they are not tipped over for starters) and it is not something that the Fete Committee would recommend for any potential hirers .

Best wishes

David

Appendix D

Dear sirs,

>

> I wanted to make you aware that I am unhappy with the state of the ground at the car park outside the bowls club and Little Hands nursery in the village and I wondered if this matter could please be looked into. My daughters attend the nursery and one of them fell over in the car park the other day where there was a small pot hole, and there are several others. Many young children and older people make frequent use of this car park, all of whom can be unsteady on their feet and I fear more accidents are bound to happen.

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> I'd be grateful if this could please be looked into as a matter of priority, and the car park be resurfaced in the near future.

>

> Thank you in advance,