

Minutes
Burton-in-Lonsdale Parish Council Recreation Committee
Meeting 7.30pm Thursday 25th June 2020 at:

<https://us02web.zoom.us/j/81279706875?pwd=SW5GUDh6SzFDeDdYRy9BRlEyRHV6QT09> ; **tiny url:** <https://tinyurl.com/y76454dp>

Present: Councillors Mason, Tate and Thompson; Messrs I. Parker (Chair) and M. Illsley.

Apologies: None

In attendance: the Clerk.

1 Code of Conduct and Disclosable Pecuniary Interests

To record any Committee Member's Disclosable Pecuniary Interest relating to this Agenda

There were none.

2 Minutes and Matters Arising from 27 February 2020 meeting

The Minutes were approved at the full council meeting of 30th April 2020, page 1.

There were no matters arising.

Cllr. Mason enquired if a response regarding the new wall's gate width had been received; the Clerk confirmed no reply received as yet. Cllr. Thompson suggested waiting for the plan of the new gateway before making further comment.

3 COVID-19:

a) regulations re use of Rec Field and Pavilion: guidance re re-opening; Parish Council policy

The Clerk circulated several guidance and advice documents, dated 4th June 2020, regarding re-opening of public facilities, prior to this meeting. Since the publication of these documents, Government policy and advice has changed and no new advice has yet been received.

The committee consider it is not yet safe to open the Play Area until further guidance is received.

Resolved

The Play Area to remain closed until it is safe to re-open.

b) signage

Additional temporary signage to be put up, advising the Play Area is closed until Government advises Play Areas may open and the committee consider it is safe to do so.

4a Bookings and Facility Finance

a) Financial report incl. bookings March – present

There has been no income thus far for the current financial year. Receipts relating to February and March bookings have been received during April/May.

Bookings

The Clerk reported all bookings for the Pavilion Social Room have ceased for the time being; one exception is a booking for 22nd August which is under review, pending Government advice re re-opening of facilities.

Bookings for the Recreation Field re-started 17th May, with Lonsdale Archers making regular bookings, operating under Archery GB guidelines. Only one person accesses the store room from the pavilion's main entrance; Lonsdale Archers have undertaken to wipe all handles on leaving the pavilion.

A government grant under COVID-19 regulations of £10,000 has been received from Craven District Council, available to zero-rated council-operated premises. This will cover loss of income and on-going running costs for the period of the COVID-19 pandemic.

Request to use the Recreation Field and Pavilion Veranda mid-July 2020

A local children's football club has requested to use the Recreation Field and Pavilion veranda for a children's football club prize-giving. Cllr. Thompson met the enquirer on 25th June 2020 at the Recreation Field to discuss the request. As the request is to use the Recreation Field, an outdoor space and only the Pavilion's veranda, the toilets would not be made available, under COVID-19 regulations.

Resolved

To confirm the Parish Council's acceptance of the booking with the understanding no toilet facilities will be available.

A further request for regular Sunday morning bookings for football matches during the 2020-21 season will be considered closer to the time, possibly making use of just the referee's changing room toilet if required, COVID-19 regulations permitting. The offer of assistance with grounds maintenance, should the bookings go ahead, was also noted.

b) Charges review

Resolved

To postpone the review until after the end of the COVID-19 pandemic.

c) Power supplier: as at 1st May 2020; Utility Aid energy audit

The Clerk confirmed the new energy supplier is Octopus Energy, for one year. Burton Community Sports' Treasurer passed the Parish Council details to a charity organisation which audits energy use and, if a more beneficial tariff is found, a donation is made to charity.

Resolved

To conduct an energy audit closer to the supplier renewal date (early 2021)

5 MUGA

a) Replacement boarding: progress report

The Chairman explained that, as handling the boards requires two or more people, working in close proximity, to do the work, the work will not be done until COVID-19 restrictions are lifted.

b) Repainting Goal Posts: report

Mike Illsley reported goal posts have been prepared and painted, and nets re-instated.

Gravelled perimeter outside the MUGA has been weeded, and some work to the surface drainage done to improve run-off.

c) Electricity meter report: card/token operated meter; meter readings for Parish Council

Mike Illsley reported the debit card-operated meter is unlikely to be in production before 2021; it has been established there is not a separate meter for the floodlights which are now connected to the Parish Council's power supply.

Resolved

To agree a BCSA contribution toward energy use for the past 12 months and to report at the next Recreation Committee meeting.

6 Defibrillator Provision

a) Inspection report

Cllr. Mason reported regular inspections have confirmed the defibrillator appears to be working and pads, etc are available in the external cabinet. A brief written record of the inspections has been kept and will be handed to the Clerk, for the record.

Mike Illsley will do the inspections from 1st July to 31st December 2020.

7 Maintenance

a) Pavilion:

i. Maintenance items: immediate/short/long term, incl. gents toilets lighting & items recently completed by M Illsley

Mike Illsley confirmed the Social Room has been: re-painted; a new dado rail installed and painted.

The windows and veranda were cleaned during this week.

The faulty lighting in the gents' toilets not yet rectified; Clerk to remind contractor.

It was noted there has been an increase of litter left on the veranda; whilst irritating, it was agreed no action be taken for the time being.

ii. Inspections incl. water supply: quotes for updated heated water supply

Water supply leak: leak site has not yet been identified.

Resolved

Cllr. Thompson to make enquiries as to cost of work to identify leak site and repair; to consider installing a new supply pipe if cost of leak detection too high.

Hot water system upgrade.

The Chairman reported two quotes from qualified heating engineers have been received thus far; a third is awaited.

Resolved

Clerk to collate the quotes and circulated to committee members for consideration.

iii. Installation proposal for kitchen hatch

Clerk reported this item is dependent on the fire safety risk assessment, requested just before COVID-19 lock-down (23rd March 2020); the inspection has not yet been done. Clerk to remind Fire Service of request.

iv. Fire Safety: risk assessment: progress report: see (iii) above.

v. Outside Render: condition report; recommendations

Resolved

To continue monitoring the render condition and review at a later date.

b) Recreation Field

i. Play Area: visual inspection reports; maintenance report; additional play equipment for 0-5 year olds: progress report; tree survey; annual safety inspection Aug 2020

The regular visual inspections continue; Cllr. Thompson to pass reports to Clerk, for the records.

The new play equipment item for 0-5 year olds has been installed.

Mike Illsley reported he has done maintenance work on three benches and some play equipment (re-varnishing/painting).
The annual safety inspection of equipment will take place in/around August, depending on COVID-19 regulations.

Tree survey:

The Clerk reported a photographic survey of the trees on the east side of the Recreation Field, including the area behind the Play Area and Pavilion will be done early July and a report circulated in due course.

- ii. Picnic tables: proposal for circular table(s)
Mike Illsley reported the tables should be sufficient for this season; new tables to be reviewed in February 2021.
- iii. Outdoor Gym: visual inspection report; annual safety inspection
Mike Illsley reported the equipment appears satisfactory; rubber handles have been re-glued on to the equipment.
- iv. Field drainage: proposed works progress report
One quote has been received. It was agreed Chairman and Cllr. Thompson make enquiries as to two more quotes (if possible).
- v. Recycling bin: CDC advice re waste sorting responsibilities.
The District Council clarified it is the Recreation Field site operator's responsibility to ensure the correct waste is put in a recyclable waste bin. This was considered difficult to monitor due to the site's remoteness.
Resolved
To defer purchase of a recyclable waste bin.
- vi. Grass Cutting: work during COVID-19 pandemic period
Cllr. Thompson reported grass cutting has continued, as it is necessary to keep the area maintained to minimise potential restorative maintenance costs once COVID-19 restrictions have been lifted.
- vii. Bike track: maintenance report
An interested user has offered assistance with track maintenance; Cllr. Thompson to follow up.
- viii. Stone wall boundary adj. to road: adj to Woodland Trust area; adj to Bowling Green.
The Clerk reported a small section of wall between the road and the Woodland Trust area at the east end of the Field has collapsed. Cllr. Thompson to inspect/repair.
Mike Illsley has removed ivy from other sections of the wall.
- ix. Car Park: surface and edging works; fence between play area and car park.
Mike Illsley reported the entrance and car park area require maintenance work: additional gravel for car park area, resurfacing area immediately outside main gates, and an edging between road and area outside gates, to deflect rain run-off away from the Field.
Resolved
To use 20 tonnes of clean limestone 20mm chippings for the car park area; to order chippings, together with entrance re-surfacing and edging at same time as drainage works (item iv).

8 Dates, times and venues 2020 Recreation Committee meetings

Proposal: 22nd October 2020 & 25th February 2021

Resolved

The above dates noted for Recreation Committee meetings, unless otherwise advised.

4b Parish Council Payments

Payment of budgeted and non-budgeted items.

The following items were circulated to all the councillors prior to this meeting:

D/D	Octopus Energy payment	19.80
2435	Playdale Playgrounds Ltd (final instalment re new equipt	3,264.76
2436	J Hartley & Sons (grass cutting May 2020)	396.00
2437	Gregory & Co (broadband service Apr-Jun 2020)	42.00
2438	S Gregory (salary June 2020, expenses)	398.95
2439	HMRC PAYE Apr-Jun 2020	134.00
2440	Shelley Signs: interpretation Board for Orchard	1,422.00
2441	M Illsley: maintenance items re goal posts etc.	63.17
2442	Richard Simmonds: pavilion window & veranda cleaning	47.00
2443	C. Edmondson: pavilion cleaning June 2020	<u>30.00</u>

Cllr Handley emailed his agreement to make the payments;

Resolved

Cllrs Handley, Mason, Tate and Thompson approved the payments; cheques to be signed after this meeting.

The Chairman thanked everyone for attending the meeting.

The meeting closed at 8.25pm

Signed

Dated