

Minutes
Burton-in-Lonsdale Parish Council
Recreation Field Committee Meeting
7.30pm Thursday 13th May 2021
Sports Pavilion, Burton in Lonsdale

Present: Councillors M. Mason, and I. Thompson, Messers M. Illsley and I. Parker (Chair)

In attendance: the Clerk.

119/2020 **Apologies**

Apologies were accepted from Cllr Tate.

120/2020 **Code of Conduct and Recording of Disclosable Pecuniary Interests**

To record Councillor's Disclosable Pecuniary Interests relating to this Agenda; changes since previous disclosure to Craven District Council
There were no disclosures relating to this agenda.

121/2020 **Minutes and Matters Arising** of Recreation Field Committee Meeting of 4th March 2021.

The Minutes were approved at the meeting of 25 March 2021 (minute 103/2020).

There were no matters arising.

122/2020 **Maintenance**

a) Facility Risk Assessments including for COVID-19

The current risk assessments are considered satisfactory.

Resolved

To monitor circumstances and individual events requiring risk assessment reviews and update accordingly.

b) Pavilion:

i. Maintenance items:

• **Water supply: hot water system upgrade report**

Ian Parker reported the work has finally moved to the final phase; additional necessary electrical work has to be completed before the full sign-off. This will incur an additional cost to the original quotation (c£200-£300).

The new arrangements will entail hot water being pumped through the pavilion's hot water system once per day; once every 15 days the water will be heated to 60C /above increasing electricity use, which will be partially off-set by the power generated by the solar panels.

The heat pump has also been fully serviced; the broken external cover moved to the top of the unit, awaiting arrival of a new cover (the covers come in pairs, allowing a spare for future use.)

• **Installation proposal for kitchen hatch**

This item is pending a fire safety inspection report; Clerk to make enquiries of Community Safety Officer to arrange inspection.

• **Defibrillator Provision: Inspection report Feb –May 2021**

Mike Illsley reported weekly checks thus far have not encountered

any problems. Cllr Mason advised the only set of spare pads is kept with the defibrillator. The pads are due to be replaced April 2022; **Resolved**
Clerk to order replacements January 2022.

ii. External storage: proposals for users' equipment

Cllr. Thompson reported drawings have not yet been done, awaiting review of options available. An extension will require planning permission. District Council Planning requires any extension to an original building to look sufficiently different from the original building to ensure an extension is recognised as such. A 'lean-to' style roof is likely to be cheaper than a roof similar in style to the original 'A' frame.

There are several options for a door; an up-and-over style is favoured over conventional side hinged door(s).

Resolved

Cllr Thompson to produce drawings and obtain prices for the options above.

c) Recreation Field

i. Inspection & maintenance reports:

Play Area, Outdoor Gym, Bike Track

Cllr. Thompson reported visual inspections have been done on a regular basis; some minor repairs have been done to the bike track surface. The annual safety inspection is due in August.

ii. Field drainage: further works

Cllr. Thompson reported some additional work was done to work done earlier this year; its effectiveness will be checked later, after a period of rain (April was too dry to judge effectiveness). Further work may be required at the east end of the Field.

iii. Stone wall boundary adj. to road: repairs.

Cllr. Thompson reported two sections of wall have been re-built; surplus filler stones are outside the wall, on the grass verge.

iv. Car Park: surface & edging works report; fence between play area and car park.

Cllr. Thompson suggested a single length of recycled plastic fencing on the east side of the car park.

Resolved

Clerk to obtain prices for materials and installation.

Once the fencing has been completed, the concrete 'kerbs' to edge the tarmac, additional stone chippings and wood edgings near the trees will be done.

Mike Illsley reported the new recycled plastic picnic table was delivered at the end of March; he assembled and installed it in the Play Area; it has proved very successful.

123/2020 Multi Use Games Area

a) Management of MUGA after lease expires June 2021

Cllr. Thompson explained that once the lease expires the MUGA will become a Parish Council asset; Ian Parker explained the Burton

Community Sports Association charity will continue; volunteers will continue to work on MUGA day-to-day matters (e.g. light maintenance). One major change: the MUGA area will come under the Parish Council's insurance re public liability. Income from lighting token sales and bookings will contribute to day-to-day running costs. The facility is free to use on a 'turn up and play' basis; if a group wishes to ensure a regular time slot it would be invited to book through the Clerk; fee to be decided by the Parish Council. Regular bookings would be shown on the Notice Board at the MUGA.

Resolved

The above information to be presented to Full Council on 27th May for approval.

- b) Replacement boarding: progress report
Ian Parker reported it is now possible to proceed with remaining board replacements; an estimated 40 – 50 hours work remains.

- c) Play surface: maintenance work, including drainage
Mike Illsley reported some work has been done, sweeping off surface mud; however, recent rain has seen the re-appearance of surface mud, rendering the surface un-usable. Urgent drainage work required before embarking on playing surface replacement.
Cllr. Thompson reported there may be a grant available up to 75% of the cost of the replacement surface (total £30,000, of which the Parish Council would have to pay approximately £7,500). Burton Community Sports would also make a contribution (unspecified amount) towards the net cost, therefore reducing the £7,500 cost to the Parish Council.
Resolved
To progress drainage works around the MUGA area before embarking on play surface replacement. M. Illsley and Cllr Thompson to report to next meeting.

- d) Electricity meter readings for Parish Council
The meter readings are taken once a month, for supplier's billing. It was noted usage will increase once the new hot water system is commissioned.

124/2020 Bookings and Facility Finance

- a) Financial report incl. bookings March 2021 to present
The Clerk reported regular bookings from both Lonsdale Archers and Terriers JFC since the beginning of April. Terriers JFC will finish by end June, and re-commence August/September.
The decision to hold the Village Cricket match is yet to be taken, pending government COVID guidance for July.

- b) COVID grants received April 2020 - April 2021
The Parish Council has received £28,000 in COVID support grants, thanks to Cllr. Thompson's prompt applications. This money can be spent on what is necessary for the Recreation Field to properly function.

- c) Terriers JFC: proposed formal agreement re bookings
Cllr. Thompson explained a formal memorandum of understanding will be drawn up once Terriers JFC's requests are confirmed and agreed by both the Parish Council and Terriers JFC.

Resolved

After discussion with Terriers JFC Cllr. Thompson to draft a Memorandum of Understanding for the Full Council to discuss and approve, pending agreement with Terriers JFC.

125/2020 Parish Council Payments: Payment budgeted & non-budgeted items.

Resolved

Cheque 2520 for £20, payable to C Edmondson re pavilion cleaning for April
be approved.

126/2020 Date, time and venue next Full Parish Council and Committee Meetings

Annual Parish Council & Full Council meeting: 7.30pm Thursday 27th May 2021.

The next Recreation Field Committee meeting to be held September/October, date to be confirmed outside this meeting.

The Chairman thanked everyone for attending the meeting (the first face-to face council meeting since February 2020), and in particular Mike Illsley and Cllr Thompson for their work regarding Recreation Field matters which is greatly appreciated.

The meeting finished at 8.40pm

Signed

Dated