

Minutes
Burton-in-Lonsdale Parish Council
Recreation Committee Meeting
7.15pm, 21st February 2019
Sports Pavilion, Bentham Moor Rd,
Burton in Lonsdale

Present: Cllr. Mason, Mike Illsley and Ian Parker (Chair)

Apologies: Cllr. Thompson.

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 to record.

2 Minutes and Matters Arising from 16th October 2018 meeting

The Minutes were approved at the full council meeting of 25th October 2018; matters arising were dealt with in subsequent meetings, or below.

3 Bookings and Facility Promotion; Finance

a) Financial report incl. bookings November 2018 to January 2019

The Clerk reported: over all receipts exceed payments to date.

Receipts £1,871.90, Payments £1,251.59.

The Chairman requested a projection for receipts and payments for the coming months. Clerk to provide one after this meeting.

b) Park Run charge policy

Mike Illsley briefly informed the meeting the proposal to re-start the Park Runs on 6th April and finish in October. A request that no charge be made for the weekly event; attendance varied from week to week during the 2018 season; the pavilion was used only to access track equipment. On the basis the event adds to the number of events being held on the Recreation Field and the above reasons, it was

Resolved No charge is made; to review at the end of the season.

c) Electricity tariff: report re FiT for solar pv & air source heat pump

The Clerk reported the pavilion power supply account has been transferred to Scottish Power, following the previous supplier's insolvency. A Feed in Tariff (FiT) application re the solar panels was made end of December; neither a bill for power supply nor acceptance of the application has been received. Clerk to telephone Scottish Power to make enquiries.

4 MUGA

Transfer of MUGA floodlights to pavilion supply; power supply box at court entrance: progress report

Resolved

Ian Parker to liaise with the contractor/Ian Thompson to agree duct depth and whether an inspection is required prior to switching supply.

It was confirmed the cabling and security lights will be paid for by Burton Community Sports Association.

5 **Defibrillator Provision:** proposal to purchase/install a defibrillator for Recreation Field users.

The discussion agreed the proposal's merit in view of national statistics supporting evidence of usefulness, user numbers on the Recreation Field and the distance from the village centre's defibrillator, based at the Village Hall.

Resolved

To make further enquiries re funding sources, models available; to liaise with Burton Community First Responders

6 **Maintenance**

a) **Pavilion:**

i) **provision of additional items** update:

- installation of additional external light with movement detector
See Item 4 above.

- CCTV upgrade

The contractor gave a brief demonstration of the new system before the meeting and will provide brief operating instructions.

It is mandatory to have a licence to operate the CCTV; the Information Commissioner's Office must be informed and a sign displayed advising CCTV is monitoring the area.

Resolved Clerk to ensure compliance with law re above.

Ian Parker thanked both Mike Illsley and Ian Thompson for their work done for the installation re trench digging and duct laying.

- installation of cooker point in kitchen: quotes for fire proofing

Since the previous meeting, an informal architect's opinion given states it is not necessary to fire proof the kitchen area, as the proposed cooker would not be of a commercial kitchen size.

Resolved

Clerk to confirm with Craven District Council Building Control that fire proofing is not required.

ii) inspection and cleaning: report

Mike Illsley reported he cleaned the west changing room floor following painting the walls and woodwork and asked for the second changing room floor to be cleaned to a similar standard by the cleaner.

Health and safety issues:

Resolved Clerk to ensure cleaner has access to protective gloves.

iii) items for attention: immediate/short/long term, incl. items recently completed by M Illsley; Builder's report re outside render.

It was agreed previously that Cllr Thompson discuss the building's render condition with the original contractor; no report as yet.

iv) supplies purchases: usual cleaning products, paper towels etc purchased; review due shortly.

b) **Play Area:** visual inspection reports, actions

Cllr. Thompson visually inspects equipment fortnightly; to date all necessary repairs have been made. Quotes for annual safety inspection to be obtained; Mike Illsley to action.

Fence between play equipment area and car park: this has not yet been installed; it was agreed to install the fence to the left of the entrance only for the time being. Ian Parker undertook to action.

c) Car park entrance gates

Mike Illsley requested permission to remove the gates for re-painting.

Resolved to remove one gate at a time for re-painting, leaving remaining gate in closed position.

The goal posts will be re-painted in situ in due course.

d) Grass Cutting: 2019 season

The Clerk advised the contractor's hourly rate will remain the same as for 2018.

e) Bike track: maintenance report

Recent visual inspections confirm the surface requires further work to ensure users' safety.

Resolved Mike Illsley to liaise with Ian Thompson re joint inspection, report, and plan of works.

f) Stone wall boundary adj. to road: repairs update

Ian Thompson recently repaired a section at the east end of the Field, for which he was thanked.

g) Field drainage: annual clearance of stream on south/west side

Ian Parker recently visually inspected the section near the MUGA; the stream appears to be clear and running well. Inspection of remaining sections to be done shortly.

7 **Dates, times and venues 2019 Recreation Committee meetings**

Resolved to hold the next meetings in June and October 2019, dates to be confirmed.

Meeting ended at 8.52pm

Signed

Dated