

**Minutes of Meeting**  
**Burton-in-Lonsdale Parish Council**  
**Recreation Field Committee**  
**7.30pm Thursday 10<sup>th</sup> February 2022**  
**Sports Pavilion, Burton in Lonsdale**

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**Present:** Councillors Handley and D Taylor; I W Parker, M Illsley.

**In attendance:** the Clerk.

- 92/2021**     Apologies  
Apologies were received from Cllr. Shaw.
- 93/2021**     Code of Conduct and Recording of Disclosable Pecuniary Interests  
To record Councillor's Disclosable Pecuniary and non-pecuniary Interests relating to this Agenda; changes since previous disclosure to Craven District Council  
No interests were declared.
- 94/2021**     Minutes (to note only)  
Recreation Field Committee Meeting 6<sup>th</sup> October 2021  
The Minutes were noted, having been approved at the 25<sup>th</sup> November 2021 meeting.
- 95/2021**     Public Questions or Statements (see conditions below)  
No questions or statements.
- 96/2021**     Grounds, Outdoor Equipment and Pavilion  
To note: offers of voluntary assistance re MUGA and Pavilion  
Offers from I R Thompson and Mr & Mrs Watts are gratefully received.  
Clerk to write, thanking for offers.
- a) Visual inspections
- i. committee member appointment to do visual inspections.  
**Resolved:** Mike Illsley to do regular visual inspections of play equipment and MUGA until further notice; to be kept under review.  
Clerk to confirm requirements to Mike Illsley.
- ii. visual inspection reports  
**Resolved:** Clerk to confirm format to Mike Illsley
- iii. meter readings: electricity - measures limiting unnecessary use; water – reading and verification  
Hot water has been switched off for the time being; should a booking requiring using the changing room showers, the hot water will be switched on 2 to 3 days beforehand.  
Water supply: readings appear to be more in line with normal usage, ie no leaks at present.  
**Resolved :** Clerk to send to Committee meter readings for utilities.
- b) Maintenance and projects – timetables; approvals in principle; funding
- i. Flooding outside Rec Field  
This item was discussed in conjunction with drainage matters inside the Recreation Field, in particular surrounding the MUGA and near the Bowling Green as these areas are the lowest points on the Field.  
Excess surface water run-off from Jingling Gill and Bentham Moor

Road east of the Recreation Field appears to be occurring more frequently, due to higher rainfall. The most recent high rainfall event in early January resulted in the footpath to the Recreation Field being partially washed away, and flooding on both the Bowling Green and MUGA. Small channels from the roadside to the river have been dug to help future run-off drain away from the Field, recognising this is not a permanent solution.

Conclusion: flooding and drainage issues need to be dealt with in the next two to three months before any serious work to the MUGA is undertaken.

**Resolved:** To check fall in height from MUGA to nearby stream; to consult local contractors K Hunter and B Lawson re preliminary investigation work to calculate likely costs of full works to drainage around MUGA and Bowling Green, and for recommendations regarding run-off outside the Recreation Field. To report to full council.

ii. Pavilion

• Storage extension proposal

The Chairman highlighted the list of works for the Recreation Field are aspirations, and, the Committee should develop and progress them up to a decision point as long as the cost is low. ~~They are then ready to complete from the approved prioritised list, depending on their priority.~~ The likely cost of c£20,000 to build the storage extension was discussed and is to be assessed against the more pressing MUGA playing surface refurbishment cost of c£28,000-£30,000 as per the process above.

**Resolved:** Cllr Handley to contact CDC Planning Department to enquire what sort of planning permission would be required for the stage extension and if application fees are payable.

iii. Car park area works:

• Edging and Fence between play park and car park

Mike Illsley reported the fencing between the play area and the car park will be done on 11<sup>th</sup> February.

Further work to bring car park surface back to standard, and edging will be c. £600-£800 for chippings and c. £400 for edging; total c £1,200.

**Resolved**

To present estimates to full council for approval for expenditure.

iv. Multi Use Games Area (MUGA)

It was explained to the new committee member that Burton Community Sports Association used to operate the MUGA; the Council's lease of land to BCSA lapsed in June 2021, since which time maintenance responsibilities have devolved to the Parish Council. Meanwhile, the BCSA members are Ian Parker and Ian Thompson.

The playing surface requires regular monitoring as, at certain times of the year, following heavy rain, the surface is not playable until excess water has drained off.

• drainage works outside MUGA – see Minute 96/2021, b i) above

• replacement boards around MUGA – work timetable

The Chairman calculated the work might take about 6 – 8 full days'

work to complete the replacement boards installation. Ideally 3 or 4 volunteers are required. Mike Illsley volunteered some help. The work will have to be done during dry weather, and could be done before the drainage works. The boards were purchased by BCSA before the Covid restrictions started in March 2020.

A connective plan of works to be produced to ensure the boards are replaced in a timely fashion.

- Electric charging points for cars – not considered to be a priority at this time.
- Re-siting of water meter from Low Bentham Road to outside pavilion – not considered to be a priority t this time.

v. Proposal to seek full council agreement in principle of projects

**Resolved**

To present the following list of project proposals to full council, with estimates to date (grants not yet applied for) where possible:

Drainage works on Recreation Field estimated cost c £2,000

MUGA re-surfacing works estimated cost c £28-30,000

Car park maintenance work estimated cost c£1,200 – 1,300

Pavilion storage extension estimated cost c £20,000

iv. Day-to-day maintenance

**Resolved:** a list of tasks carried out by Ian Thompson and the Clerk on a regular basis to be made for consideration of new committee/council members to continue.

**97/2021** Finance Matters

a) Committee Receipts & Payments 1/4/ 2021– 31/1/ 2022

The Clerk circulated a preliminary summary of receipts and payments for the 9 months to December 2021. Overall, expenditure exceeds income. The largest expenditure item is grass cutting.

The grass cutting contractor will be charging £22.50/hour in 2022 (up from £21/hour in 2021) as fuel costs have increased a large amount.

**Resolved**

To continue the current cutting regime for 2022.

b) Hire Fees review

**Resolved**

To review hire fees of both the Field and the Pavilion in April 2022, in light of full year's accounts.

**98/2021** Date, time and venue next committee and Council meeting(s)

7.30pm, Thursday 24<sup>th</sup> February 2022 Full Council Meeting

7.30pm, Thursday 24<sup>th</sup> March 2022 Full Council Meeting

Before the meeting closed, the Committee formally noted Ian Thompson's work for the Council regarding the Recreation Field and Pavilion, and thanked him for the work during his tenure as Parish Councillor and Council Chairman.

The meeting closed at 8.55pm

**Signed** .....

**Dated** .....