

Minutes
Burton-in-Lonsdale Parish Council Recreation Committee
Meeting held 7.15pm Thursday 29th September 2016
Sports Pavilion, Recreation Field, Bentham Moor Road,
Burton in Lonsdale

Present: Cllrs. Mason, and Thompson; Ian Parker (Chairman).

In attendance: the Clerk.

Apologies: None.

1 Code of Conduct and Disclosable Pecuniary Interests

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

There were no declarations.

2 Minutes and Matters Arising from the meeting of 12th July 2016

It was noted the Minutes of 12th July 2016 were approved at the full council meeting of 22nd September 2016.

3 Bookings and Payments

a) **Website bookings and payments:** report re progress to update website as per last meeting's resolution

Cllr. Thompson reported he had not progressed the matter and would endeavour to do so during the next month.

b) **Bookings:** report re August, September bookings

- **Wray FC** has booked two matches each in October and December; it was **Resolved**

Wray FC be charged £30 per match (use of field and changing rooms) instead of usual £40 (£20 for field and £20 for changing rooms).

- **Lunesdale Archers** has confirmed bookings for October, November and December, subject to weather conditions.

- **Craven Wanderers FC:** reported to be looking for a home ground with a junior sized pitch.

Resolved to make the pitch available on Sunday mornings for Craven Wanderers FC juniors; to mark out a junior sized pitch, if required. Cllr. Thompson to confirm discussions with Craven FC after this meeting.

- **Social Room:** one booking for October 9th 2016.

4 Maintenance

a) **Pavilion:**

- **provision of further items for building**

Resolved

To add to list: Blinds for Social Room windows, oven/hotplate for kitchen. Clerk to obtain costs.

- **inspection and cleaning**

It was noted cleaning materials should be stored either in a locked cupboard or on a high shelf (H&S).

- **items requiring attention:** immediate/short/long term

Discussion focussed on Children's Play Area: see below.

b) **Supplies purchases**

Clerk reported currently no further items required; has asked cleaner to notify when supplies (e.g. loo rolls, etc) required.

c) Play Area

• **inspection schedule confirmation by insurers**

The Parish Council's insurer recommends a weekly visual inspection. Cllr. Thomson has conducted fortnightly inspections and will continue.

Resolved

Ian Parker will do visual inspections on an ad hoc basis on the alternate weeks; an online electronic format of reporting to be adopted, accessible to the Recreation Committee and Parish Councillors, e.g. 'Dropbox'.

• **annual safety inspection: verbal report by Cllr. Thompson**

The report identified some metal items showing signs of rust; they require re-painting; wooden supports are being monitored for signs of rot; ideally a plan could be put in place for ultimate replacement, possibly funded by Awards for All lottery funding.

Resolved

Clerk to circulate report to the Committee (it has already been circulated to all councillors). The Recreation Committee to then make recommendations for scheduled replacement of play equipment items, possibly in a three year maintenance plan.

d) Field Grass Cutting

Additional grass cuts for the football pitch require usual man and machine (£55) plus an extra man and machine, and collection (£85) total £140.

It was accepted that if there are regular football matches being played on the pitch, the pitch will require extra care.

Resolved

Clerk to draw up schedule of current grass care costs, including line marking materials and circulate for discussion before next meeting.

e) BCS Power Supply box: update re re-siting

Ian Parker reported the new power supply box has been inspected twice, and is ready for connection to the mains supply (Electricity Northwestern has received its fee in advance of the work being done). There will be a further charge of approximately £1,200 for the connection work.

5 Finance

a) Bookings income

See item 3 Bookings and Payments, above.

b) Electricity tariffs

Several tariffs have been researched, giving various daily standing charges, and KwH charges.

Resolved

Clerk to change to cheaper of two main quotes, for period of one year.

c) VAT: YLCA advice (if received)

Advice not yet received; Clerk to pursue.

d) Accounts: preparation and reporting

Resolved

Clerk to produce a half year report for both the Pavilion (capital and Revenue account) and the Recreation Field.

6 Date, time and venue next Recreation Committee meeting

Resolved

Thursday 10th November, 7.15pm: Recreation Committee Meeting, Pavilion

Thursday 17th November, 7.30pm: Finance Committee Meeting, Pavilion

Thursday 24th November, 7.30pm: Full Council Meeting, Village Hall

The meeting closed at 8.02pm.

Signed

Date