



CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

LEISURE & AMENITIES COMMITTEE

A meeting of this Committee was held at The Hub Community Centre, Cambourne on Tuesday 18th November 2014.

Present:

Cllr Mrs R Poulton
Cllr S Crocker
Cllr Mrs L Doidge
Cllr T Hudson

Cllr Dr G Mehboob
Cllr J Patel
Cllr Mrs L Selway
Cllr Dr S Smith

In attendance:

John Vickery Parish Clerk
Liz Pinchen Deputy Parish Clerk

1 member of the Public was in attendance for the meeting.

1. **APOLOGIES**

No apologies for absence were received.

2. **MINUTES**

It was:

RESOLVED that the Minutes of the meetings held on Tuesday 23rd September 2014 (M58) were a correct record and duly signed by the Chairman.

3. **MEMBERS DECLARATION OF INTEREST OR REQUEST FOR DISPENSATION** for items on the agenda.

Cllr J Patel declared a disclosable pecuniary interest in item 5 as he is Treasurer of the CYP.

Cllr Dr S Smith declared a personal non disclosable interest in item 6.2 as she has an allotment and in item 7 as she knows the young people that have been involved in the skatepark project.

Cllr Mrs R Poulton declared a personal non disclosable interest in item 8 as she knows one of the correspondents.

4. **CHAIRMAN'S ANNOUNCEMENTS**

- Congratulations are extended to everyone involved in organising and running this year's fireworks display.
- Congratulations are extended to everyone involved in the Remembrance Parade and celebrations. It is hoped that this will become an annual event and that more of the local uniformed groups will take part in future years.

5. **CYP**

Signed

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Cllr J Patel reported that the three staff had now settled in and new activities were being started. Jackson Nazombe had reported seeing an increase in interest and is intending to carry out some outreach work to encourage more youngsters to attend.

The recent CYP Working Party meeting had been cancelled due to a clash of dates but no new date has been set. It was suggested that representatives of the CYP attend the Leisure & Amenities Committee meetings rather than have separate meetings. (This was not voted on)

The Parish Clerk reported that currently no new bookings for the Soul building are being taken to allow time for the new timetable of activities to settle. It was reported that the fencing outside the Soul building had been damaged at the weekend.

It was:

RESOLVED that the report be received

6. REPORT ON FACILITIES

6.1 BURIAL GROUND

Work has progressed well on the preparation of the footways around the site. The works to the Burial Ground should hopefully stop local residents using it as a dump for their grass cuttings. The burial rows and columns will be marked out to establish the layout of the burial plots.

The Deputy Clerk and Apprentice Office Administrator will be attending the Cemetery Legal Compliance course in February 2015 in preparation for the opening.

It was:

RESOLVED that that the report be received.

6.2 ALLOTMENTS

The works to alleviate the flooding issues at Brace Dein have been completed and everyone that was on the waiting list has now been contacted regarding availability of plots. There are some plots still unallocated due to the high turnover of allotment holders and these will be advertised in the December edition of the Cambourne Crier. There is still a waiting list for plots at Crow Hill.

It was:

RESOLVED that that the report be received.

Cllr Dr G Mehboob joined the meeting at this point

6.3 PLAYGROUNDS, OPEN SPACES AND FOOTPATHS

6.3.1 Upper Cambourne Play Area Extension

Weather permitting the works to the LEAP extension should be complete around the end of November. In order to allow the turf to fully settle and due to the fact that the water play feature will not be operational over the winter it has been agreed to delay the opening until the spring and until this time the perimeter fencing will remain in place. The opening is scheduled for 23rd March 2013. The zip line cable will be removed once it has been tested by Timberplay and reinstalled prior to the opening. It was felt that if it was left in place it would encourage children to try to climb the fencing and enter the site.

It was:

Signed

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RESOLVED that the report be received.

6.4 THE HUB

6.4.1 General

The caretaking staff will be undertaking some decorating and remedial works in the period of the Christmas holidays while the building is not in use.

It was suggested that some artwork should be hung in the Meeting Room to enhance the aesthetics. A suggestion was put forward that this could be in the form of photographs that chart the progress of Cambourne and celebrate community events. It was also suggested that a ceiling mounted projector and screen be installed in the Meeting Room to enable presentations to be made at meetings.

It was:

RESOLVED that the report be received, that a display of photographs would be collated for display in the Meeting room and that a ceiling mounted projector and screen would be installed.

6.4.2 Hub Extension

The Planning application has been approved and tender documentation is being finalised ready for tenders for the work to be sought.

The Parish Clerk reported that, in agreement with the Parish Chairman, delegated powers had been used to engage the services of Frank Shaw Associates Ltd to carry out additional works on the tender documents for the sum of £1,500.

It was:

RESOLVED that the reports be received and the actions of the Parish Chairman and Parish Clerk confirmed.

6.5 CAMBOURNE SPORTS FACILITIES

6.5.1 Sports Centre

Shane Railley from Everyone Active had sent his apologies for being unable to attend.

The Parish Clerk reported that the issues with the air conditioning at the Sports Centre had now been resolved.

Concern was raised that all patients on the GP referral scheme were being sent to the Sports Centre and not to the Gentle Keep Fit class in the Hub.

Concern was raised regarding the number of accessible parking bays at the Sports Centre but it was reported that the current provision meets the legal requirement.

The pitch management agreement is due to be reviewed for the new financial year.

It was:

RESOLVED that the report be received.

6.5.2 New Cricket Pavilion & Pitches

The Planning application for the Pavilion has been approved and tender documentation is being finalised ready for tenders for the work to be sought. Work is ongoing with the Cambs FA in relation to the provision of the Artificial Turf Pitch up the FIFA one star standard.

The Parish Clerk reported that, in agreement with the Parish Chairman a fee of £2,250 for Frank Shaw Associates to prepare the specification ready for the tender documents.

It was:

RESOLVED that report be received and the actions of the Parish Chairman and Parish Clerk confirmed.

6.6 BOWLS CLUB

The new gullies have been installed and the path finished off. The green artificial turf is to be fixed imminently to the gullies then the remedial works will be finished.

The Bowls Club are applying to join a local league with the intention of playing next year.

It was:

RESOLVED that reports be received.

6.7 SPORT IN CAMBOURNE

A question had been raised regarding the refunding of fees for cancelled matches. The Parish Chairman reported that historically if the Parish Council made the decision to close the pitches or MUGA due to adverse weather or other reasons then fees would be refunded. If pre-booked matches or training were called off by the clubs then it was non-refundable

Concern was raised that the cricket outfield was being used by some teams for regular training sessions that were not being paid for. The Sports Centre will be asked to check on this.

A question was raised regarding the booking of the Cricket Pitches. The booking of these are still handled by the Parish Office and other clubs are charged at the same rate as the Cricket Club.

It was:

RESOLVED that the report be received and the Cricket Pitch fee structure would be reviewed at the same time as the Pitch Management fees.

6.8 TRAILER PARK

Seven eviction notices have now been sent to the remaining non Cambourne resident users of the Trailer Park. There is currently a short waiting list of residents to fill the vacated spaces. The Trailer Park will be fully let to Cambourne Residents.

Concern was raised regarding the parking of vans and motor homes on the Hub car park. There are currently no by laws in place to restrict the type of vehicles that can park in the car park.

It was:

RESOLVED that the report be received.

7. SKATEPARK

The Deputy Parish Clerk reported that the grant of £1,500 from the South Cambs District Council Community Chest Fund has been received.

D A Cant have been instructed to lay the tarmac base. Following discussion with the American Ramp Company it was recommended that a thicker base using a different material would be the preferred option; cost for this came in higher than

Signed

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that originally quoted for. This has been resolved by slightly reducing the size of the overall area to bring the cost in-line with the original budget. The American Ramp Company have confirmed that the reduced area is still sufficient for the equipment concerned.

The equipment is being imported from America and has a lead time of approximately 2 months. The necessary paperwork to enable us to import the equipment is being completed.

D A Cant are at the same time installing two dropped kerbs to improve accessibility to the Skatepark and MUGA.

It was:

RESOLVED that the report be received.

8. CORRESPONDENCE

Darren Amos

Email regarding use of the Cambourne Parish Logo on a taxi website.

Concerns were raised that this could be construed that Cambourne Parish Council were endorsing this particular business and that it could lead to issues in the future. It could also open the floodgates for other similar requests.

The Parish Clerk reported that the Parish Council is licensed to use the logo only for its own business activities. Other businesses and organisations would have to approach MCA directly.

It was:

RESOLVED that the request be refused and that this applies to all similar requests from businesses.

Cllr T Hudson wished it to be recorded that he had voted against the proposal.

Howard Fall

Letter regarding bus services and tree cutting.

Mr Fall had copied the Parish Council into a letter written to Stagecoach expressing concerns regarding the bus service in Cambourne. It was agreed that the letter should be forwarded to MCA.

Mr Fall also requested the provision of a bus shelter at the bus stop on Broad Street. The Parish Clerk reported that the road was now adopted by Cambridgeshire County Council and that they will not provide bus shelters unless they are at an interchange. There are some funds available to provide a shelter but there is only space for a half shelter. This has not been done previously as it was not known if the bus stop was to be a permanent one. The cost and budget implications of installing a shelter will need to be investigated.

Mr Fall also requested that a tree on Great Cambourne Green be cut back as it is over hanging the footpath.

It was:

RESOLVED that the installation of a bus shelter is deferred to the next Finance & Policy to discuss the budget implication and that the Head Groundsman be asked to arrange the trimming of the hazel tree.

9. DATE OF NEXT MEETING – 17th February 2014