



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 16th February 2015

Present:

Cllr Mrs R Poulton (Chairman)
Cllr S Crocker
Cllr T Hudson

Cllr J Patel
Cllr Dr S Smith
Cllr G Thompson

In attendance: John Vickery Parish Clerk
 Liz Pinchen Deputy Parish Clerk

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

1. **APOLOGIES**

Apologies for absence were received from Cllr Dr G Mehboob

It was:

RESOLVED that the apologies for absence from Cllr Dr G Mehboob be approved.

2. **MINUTES**

It was:

RESOLVED that the Minutes of the meetings held on Tuesday 17th November 2015 (M64) 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 S Crocker declared a personal non-disclosable interest in items on the agenda as a District Councillor and in item 7.5 as a member of Everyone Active.

Cllr J Patel declared a disclosable pecuniary interest in item 6 as he is Treasurer of the CYP.

Cllr Dr S Smith declared a personal non-disclosable interest in item 11.3 as she knows the correspondent.

Cllr G Thompson declared a personal non-disclosable interest in item 7.5 as a member of Everyone Active.

4. **CHAIRMAN'S ANNOUNCEMENTS**

The new cricket pavilion is looking very good and will be a great asset for the community. Thanks are extended to John Vickery, Parish Clerk, for his work in

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producing the design of the building.

5. BLUE SCHOOL

The Parish Clerk reported he is still chasing for the lease for the use of the building.

It was:

RESOLVED that the report be received.

6. CYP

Cllr J Patel reported that Nigel Taylor, Chairman of the CYP will give a full report to the Committee in April. Currently all the clubs are running well and plans for summer activities are progressing. Cllr Patel thanked the Parish Council Grounds staff for sorting out the issue with the letterbox at the Soul Building. Cllr Patel reported that Stacy Buwert will be taking on the role as administrator starting in March and working 5 hours per week.

It was:

RESOLVED that the report be received.

7. REPORT ON FACILITIES

7.1 BURIAL GROUND

Letters will shortly be sent out to local funeral directors inviting them to visit the Burial Ground site and acquaint themselves with the Parish Office. A formal announcement of the opening of the Burial Ground will then take place.

It was:

RESOLVED that the report be received.

7.2 ALLOTMENTS

Work to clear vacant plots has been undertaken by the Grounds team and the Apprentice Office Administrator has been allocating the vacant plots from the waiting list as they become available. Once this process is complete there will still be a waiting list for both sites.

It was:

RESOLVED that that the report be received.

7.3 PLAYGROUNDS, OPEN SPACES AND FOOTPATHS

Skatepark

A request has been received from a graffiti artist for permission to use that Skatepark as a legal graffiti art site. If he is able to use the area for his own designs for which there would be no cost to the Council, however if we request designs that are Cambourne related and approved before installation there would be a cost involved and it would be run as a community project. The cost would be in the region of £100 - £200.

It was felt that a community project to involve the youngsters that use the Skatepark would help to increase the sense of ownership of the park and could be run in conjunction with the volunteer project to remove graffiti from other areas of Cambourne. It was suggested that this was something that the art department at Cambourne Village College may be able to assist with.

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RESOLVED that the request from the graffiti artist be declined and that a Working Party comprising Cllr Mrs R Poulton, Cllr Dr S Smith and Cllr G Thompson be delegated authority to liaise with Cambourne Village College and to take the project forward.

7.4 THE HUB

The internal doors were repainted during the Christmas break. Repairs have been carried on the hot water system and to one of the refrigerators.

It was:

RESOLVED that the report be received.

7.5 CAMBOURNE SPORTS FACILITIES

Shane Railley was in attendance and presented a report to the Committee (Report attached)

Shane Railley reported on the following:

- There are ongoing issues with anti-social behaviour in the evenings at the rear of the Sports Centre. This has recently resulted in approximately £500 worth of damage to the exterior floodlights where stones have been thrown at them in order to disable them. A request has been submitted to the Parish Clerk for the installation of wire cages over the lights to prevent a recurrence. The incidents have been reported to the police but there are concerns for the security of the building and the safety of the staff. Currently one HD camera is out of action and the lamppost near to the bin store is also not working. Briar Security are looking at upgrading the system and installing additional internal and external cameras at an estimated cost of £2,000 to £5,000.
The building of the new tennis courts and 3g pitch should help to alleviate some of the issues as there will be additional floodlighting in the area.

It was:

RESOLVED that the Parish Clerk be delegated authority to make the necessary expenditure to proceed with the installation of light cages, that quotations be requested for the upgrading and extension of the CCTV system and that security measures be taken into account when considering the tenders for the new tennis courts and 3g pitch.

- Clip frames have been requested to be put on the doors to the changing rooms in order that signs can be placed in them without danger of them blowing away.
- The issues with parking are starting to alleviate with the football season drawing to a close. The parking problems will need to be addressed before the start of next season.
- The accessible parking lollipop signs still need to be installed at the end of the accessible parking bays.

It was:

RESOLVED that the Parish Clerk be delegated authority to make the necessary expenditure to proceed with the installation of the clip frames

and the lollipop signs.

7.6 BOWLS CLUB

The Parish Clerk reported that the Bowls Club is trying to grow and develop. The club has recently been approached by Gamlingay Bowls Club who wish to affiliate themselves with Cambourne Bowls Club. The request is being considered.

It was:

RESOLVED that report be received.

7.7 SPORT IN CAMBOURNE

The Chairman reported that the clubs are all doing well and working well together. There is good participation across all sports especially amongst the youth sections. The Chairman extended her thanks to all the volunteers who help to run the sports clubs.

A Sport in Cambourne meeting will be scheduled to take place prior to the next Leisure & Amenities Committee meeting.

It was:

RESOLVED that report be received.

7.8 TRAILER PARK

There are currently two vacant spaces at the Trailer Park.

It was:

RESOLVED that the report be received.

8. FACILITY HIRE RATES

The Parish Clerk reported that further to considering the budgets and taking into account that the hire rates have not been changed in the past seven years, the charges for the hire of all the buildings and the Trailer Park have been reviewed to take into account the cost of running the facilities.

Buildings

It was proposed to increase the hire rates for the buildings by approximately 10%. (schedule attached) It was confirmed that the proposed hire rate for the Blue School hall has been set at between the rates for the Hub Main Hall and Hub Meeting Room rates as the capacity of the school hall is between the capacity of the Hub rooms.

It was:

RESOLVED that the report be received and that the building hire rates be increased by approximately 10% as proposed from 1st April 2016. All regular hirers will be informed of the change.

Trailer Park

It was noted that the Business Rates have recently increased by 500% due to the removal of rate relief. The Parish Clerk reported that he is working to reduce the amount paid as Business rates as other trailer parks have a lower rateable value. An appeal document is being prepared. Concern was raised regarding the future viability of the Trailer Park as an increase in the fees will offset some but not all of the rates increase.

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It was:

RESOLVED that the report be received and that the Trailer Park fees be increased by approximately 10% from 1st April 2016. All regular Trailer Park users will be informed of the change. (revised schedule attached)

9. NEW PARISH COUNCIL BUILDINGS

The Parish Clerk reported on the following:

- The Hub extension is now complete and has been handed over by Coulsons. There is some fitting out to be carried out prior to moving into the new offices which includes computer network, phone system, shelving and transfer of CCTV system.

It was:

RESOLVED that the report be received

- The new Cricket Pavilion is progressing well with the decorating being started at the end of the week and the flooring going in next week. The external landscaping is being carried out. There is an issue with the surface water drainage and rather than the original attenuating crates they will need to connect to the surface water in the road which will be £7,262 extra to the original tender. It was felt that the Parish Council should not be responsible for the additional cost and that this will require further discussion.

It was:

RESOLVED that the report be received and that the Parish Chairman, Chairman of L & A and the Parish Clerk be delegated authority to consider the additional drainage cost.

- The tenders for the tennis courts and the 3g pitch are due in on Wednesday 17th February 2016. The consultants, RLF, will then draw up a report and submit this to the Parish for approval and submission to the FA, Sport England and the Cambs LTA for their approval and release of the £75,000, £31,000 and £30,000 which along with the s106 money and contribution from the Parish Energy Fund forms the budget.

It was:

RESOLVED that the report be received and that the Parish Chairman, Chairman of L & A and the Parish Clerk be delegated authority to approve the tender as recommended by RFL subject to it being within the budget available.

10. VOLUNTEER GRAFFITTI CLEAN UP

The Parish Clerk reported he had been researching the insurance and Health & Safety implications of extending the existing volunteer scheme to include graffiti removal.

- Came & Co, our insurance brokers, have been contacted to confirm if our current insurance policy would cover the scheme. It has been confirmed that it will be covered as long as all participants are over the age of 18, have suitable PPE equipment supplied to them, have a suitable risk assessment and method statement and are given suitable induction in the safe use of any equipment and materials to be used for the removal

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of graffiti.

- As part of the method statement there has to be clear line of responsibility for the volunteer for their own safety and that of others.
- Research has been carried out and a suitable draft risk assessment has been found that can be modified.
- Advice is being sought on the most appropriate materials to be used for removing graffiti and associated PPE equipment.
- As some of the bus shelters are owned by MCA they have been approached via Andrew Cole to provided support in the form of materials and equipment.

Cllr G Thompson reported that he had approached the Timebank and Volunteers R us and both groups had expressed an interest in supporting the project. So far there are four volunteers plus one other who had been approached by the Deputy Parish Clerk. This number will be sufficient to clear the bus shelters.

It was felt that the project could be tied in with the project to place graffiti art on the Skatepark.

Thanks are extended to the volunteers that have come forward.

It was:

RESOLVED that the report be received and that the project be added as an agenda item for the next Special Council meeting with the developers.

11. CORRESPONDENCE

Larry Gray & Sons Funfairs – Letter regarding the dates for the funfair.

It was:

RESOLVED that the letter be received and the dates agreed.

John Lawson’s Circus – Email regarding a return visit from the circus.

No dates were given but it is anticipated that it will be in the autumn around the beginning of October.

It was:

RESOLVED that the letter be received and a return visit in the autumn from the circus agreed.

Micah Gillings – Email regarding a basketball court.

The Parish Clerk reported that new informal MUGA will be marked out for basketball and be equipped with hoops. There are also basketball facilities at Cambourne Village College. The email suggests that there is a large demand for basketball in Cambourne.

It was:

RESOLVED that the email be received and that the Parish Clerk would respond to the resident highlighting existing and proposed facilities and enquiring as to evidence for the demand for basketball in Cambourne.

12. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Exclusion of the press and the public.

MOVE: that in accordance with Section 1(2) of the Public Bodies (Admission to

Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.

13. MAINTENANCE EQUIPMENT

The Parish Clerk presented a report to the Committee

It was:

RESOLVED that the report be received

14. ADDITIONAL YOUTH SUPPORT

The Chairman presented a report to the Committee.

It was:

RESOLVED that the report be received

15. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Re-admittance of the press and the public.

MOVE: that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

16. DATE OF NEXT MEETING – 19th April 2016