



CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

LEISURE & AMENITIES COMMITTEE

A meeting of this Committee was held at The Hub Community Centre, Cambourne on Tuesday 17th September 2019. Meeting commenced at 19:55pm

Present:

Cllr G Thompson (Chairman)

Cllr A Ahmed

Cllr S Bhattacharya

Cllr A Fisher

Cllr J O'Dwyer

Cllr R Poulton

Cllr J Simpson

In attendance:

John Vickery-Town Clerk

Ellie Lydon- Office Administrator

2 members of the Public were in attendance for the meeting.

1. APOLOGIES

Apologies received from Cllr J Patel and Cllr D Sharma. Acceptable reasons for absence have been given.

It was:

RESOLVED that the apologies for absence from Cllr J Patel and Cllr D Sharma had been received and approved.

2. MINUTES

To approve as a correct record the minutes of the Leisure and Amenities Meeting LA/M81 held on 18th June 2019.

It was:

RESOLVED that the Minutes of the meeting held on Tuesday 18th June 2019 (M81) were approved and signed.

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

Cllr Simpson disclosed a non-disclosable interest in Item 6.2 as an allotment holder.

Cllr Thompson disclosed a personal non-disclosable interest in Item 6.5 as a gym member of Everyone Active.

4. CHAIRMAN'S ANNOUNCEMENTS

The chairman made no announcements.

5. CYP

Signed

Date 19th November 2019

The report had arrived later than requested but had been circulated for information. Chairman and Town Clerk have finalised a document for the District Council to bring funding for the CYP building. We are expecting a decision at the next Cabinet meeting in October. It was requested that the Town Clerk represents the Town Council at the meeting.

It was:

RESOLVED that the report be received, and a request be made to the District Council that the Town Clerk be allowed to speak in support of the proposal at the Cabinet meeting.

6. REPORT ON FACILITIES

6.1 BURIAL GROUND

There has been an enquiry for an ashes plot.

The Town Clerk updated that a burial plot has been purchased.

It was:

RESOLVED that the report be received.

6.2 ALLOTMENTS

The renewal letters have been sent out for both allotments and they have started to be returned. There are seven vacant allotments at Brace Dein and four vacant plots at Crow Hill. All the vacant plots are in the process of having new tenants allocated to them. Once these plots have been allocated there will be 3 on the waiting list for Brace Dein and 3 on the waiting list for Crow Hill.

It was raised that there are a few unmaintained allotments at Crow Hill and a question was asked as to whether anything is being done about these plots. The Town Clerk explained that there is correspondence between the Office Administrator and plot holders with unmaintained plots, however the eviction of someone from their plot is a long process that takes at least 3 months due to the Allotment Act, which the Council must abide by.

A question was raised as to whether there is anything allotment holders can do to minimise unmaintained plots. The Town Clerk explained that it would help if plot holders could confirm with the Council that other plot holders are not maintaining their plots regularly. Or for plot holders to inform the Council immediately when they no longer want their plot instead of waiting for renewal season.

What is the proposed size of the Allotments in West Cambourne?

The Town Clerk confirmed that the exact size is unknown, however it is slightly larger than the Upper Cambourne Allotments, which has 108 plots.

A question was raised as to whether the Council could buy equipment to help the plot holders maintain their plots. The Town Clerk stated this was not feasible and that the Council does offer a service for a small fee for the ground staff to rotavate plots.

It was:

RESOLVED that the report be received.

6.3 PLAYGROUNDS, OPEN SPACES, SKATE PARK AND FOOTPATHS

The accessible swing at The Eco Park play area has been repositioned following a meeting on site and is now over 20 metres from the adjacent building. The accessible harnesses are available from the Town Council Office with signs informing the public on the swings. One set of harnesses have been borrowed so far.

The roof the large tower at the Lower Cambourne play area has started to rot and has been removed for safety and replacement.

The Town Clerk informed resident of changes that have been made to the positioning of the swing and antisocial behaviour has reduced. The signs that were placed on the swings for information have been removed from the swings and ground staff will be replacing them, whilst permanent signs are being ordered. The Chairman would like the posts about where to get the harnesses from on our Town Council Facebook page every month and would also like it to be put in Cambourne Crier again.

The Chairman informed the Council of surface damage in Eco Park under the tyre swing where one or two pieces of the surface have come out. The Town Clerk will inform the ground staff.

Open Spaces

MCA have agreed to extend the car park at the Great Cambourne Cricket Pavilion when they reinstate the grass triangle at the end of the road works. They will also carry out remedial work to the existing car park, all at no cost to the Council.

A question was raised as to when the remedial works will finish. The Town Clerk informed that the latest it should be finished is December, but it is due to be finished before then as there is just the white line painting to finish on Back Lane and the testing of street lights left to do and the compound can then be removed.

It was:

RESOLVED to receive the report.

6.4 PREMISES

All venues continue to be well used by the community for regular bookings and private functions.

The Sports Pavilion is still drying out from the flooding and we are unable to allow hirers to use the building. Regular hirers of the building are being kept up to date on the situation.

Water coolers have been installed in the Hub corridor and Main Hall as well as the Town Council reception. A refill sticker has been put up on the door of the Hub to notify passers-by of the refill station and the Hub and Town Council office are on the refill scheme app map.

The blinds in the Hub Main Hall are to be fitted on the 4th October 19.

Signed

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The Town Clerk informed the Council that he is waiting for the insurance company to confirm quotes. Once there has been a test of the electrics, we can begin to start allowing hirers to use the building. The ceiling has been made safe and the carpet is slowly drying out, however the concrete is not drying as well. Both contractors who surveyed the building recommended that the flooring should be taken out and replaced so that it can dry properly. CCTV of the individuals involved has been passed to police and school.

A question was raised about the refill stations that were recently installed as to whether there will be cups provided at the machines. It was explained that there would not be cups as it is trying to encourage residents to use reusable bottles. However, the Town Council Office does have biodegradable paper cups if someone needs a cup. The Town Council have also asked for bigger information pack to be provided for more stickers and posters to make the general public more aware.

It was suggested to ask Greens Café if they will sign up to the Refill Scheme and the Chairman is working with the Sports Centre. We are also in discussion with the District Council on extending the scheme elsewhere.

It was:

RESOLVED that the report be received

6.5 CAMBOURNE SPORTS FACILITIES

No further updates have been received.

A question was raised about the Sports Centre roof. The Town Clerk has had no response to his email. Everything has been done to make the roof safe, but the roofing contractor who carried out the repairs has suggested some fittings should be altered as defects (latent defect) have been there since installation.

The Chairman raised a point that the posters in the Everyone Active Gym do not say "in management with Town Council". A meeting is to be arranged with Simon Clasby, General Manager and the Town Clerk where this will be raised and asked to be corrected.

It was:

RESOLVED that the report be received

6.6 BOWLS CLUB

Robin Bailey, Bowls Secretary provided this report:

We will finish our season on Monday 16th September and restart towards the end of April next year.

For the second year running, we entered a team in the Men's Division of the Cambridge Business House League. The final league table have just been released – sadly we came second from bottom. Bowls is very much a game of skill and luck and we lost some matches by quite small margins. On another night we might have won more matches. We try and give as many members as possible a chance to play in the league this does mean that we do not always put out our strongest side.

There has been an increase in interest in playing bowls for the current season, so we are moving in the right direction. We have increased our exposure on

social media such as Cambourne Information, Facebook and the Cambourne Crier and this is definitely helping.

Our eventual aim is to enter at least one other local league, but this would require a team of twelve players. Sadly, our current membership cannot support this on a regular basis, but we are hopeful of an increase in membership as our population continues to expand.

We wish to place on record our thanks to the Town Council and to the ground staff for maintaining the green and facilities which are as good as any we visit for our league fixtures.

It was:
RESOLVED that the report be received.

6.7 SPORT IN CAMBOURNE

No further updates from the committee.

6.8 TRAILER PARK

The Trailer Park currently has one vacant plot. Those on the waiting list have been contacted and we are awaiting a response.

It was:
RESOLVED that the report be received.

7. TOWN PLAN

To consider the action plan relating to Leisure & Amenities Committee.

The Committee went through the relevant parts of the Town Plan and proposed that it be updated as attached extract.

It was:
RESOLVED that the Town Plan be amended as discussed and updated in the Town Council website.

8. GRANTS

To consider a grant application deferred from the Full Council Meeting CTC/M195 on the 3rd September 19.

Angela Sandhu, a representative of Friends of South Cambridgeshire Child and Family Centres was in attendance to answer questions the committee had about their grant application.

Q. Can you tell us a bit about the organisation?

A. We try to put on 4-5 events a year predominately aimed at families with children under 8 but also welcome their older siblings. The majority of the events are free of charge events. We held an Easter egg hunt this year and over 100 people attending (around 35 families) The next event we would like to put on is a Halloween Disco, which we are currently trying to sell tickets for at an affordable price.

Q. Are the events for Cambourne residents only?

A. Our events are mainly attended by Cambourne residents, but we welcome

families from other villages.

Q. Where are the events held?

A. All events are held in Cambourne. We use the Blue School frequently as the Children's Centre hire it for us. We have been lucky to get donations from local businesses such as 400° Pizza and we have also done raffles to raise money. Events are mainly put on at the weekends, which we have found are good for working families as we try to put on events during times they usually can't be such as during weekends or holidays due to lack of volunteers.

Q. South Cambridgeshire is very broad area. How many villages are the events advertised to?

A. The Children's Centre help advertise to other areas in South Cambridgeshire but around 90 percent of the families that attend our events are from Cambourne. We also advertise by putting posters up around Cambourne and posting on Facebook.

Q. The Children's Centre applied for grants from South Cambs District Council, can the money not be used from their grants for the events?

A. We are separate from the Children's Centre, but we work alongside them. Their money is separate from ours and we are not eligible for their grants.

Q. What kind of events do you put on and are they all day events.

A. We recently put on a Back to School event, which was at the Blue School 10am to 11:30am and had donations made and Everyone Active came to talk about keep healthy. We then had a teddy bears picnic in the park. Our next event we are aiming to do is to put on a Halloween Party, which will have different set time for different ages.

Q. How many members are there?

A. There are not many members, 4 main volunteers and some support from Children's Centre staff.

A few suggestions were made to Angela for when/if she applies for future grants, such as if she has the opportunity to go in person when applying for future grants it may help. Another suggestion was to separate what the money from the grant would be going towards to help the funders know what they're funding. The Council congratulated Angela and the other volunteers and members on the remarkable work they are doing.

The Council proposed to award a grant of up to £1000 and to work with them when funds are needed so the money can be released when required for events. The Chairman asked that a report be made for the Annual Town Council Meeting with information on how the grant funds have helped support Cambourne residents.

It was:

RESOLVED to award a grant of up to £1000 to Friends of South Cambridgeshire Child and Family Centres.

9. **BUDGET 2020-2021**

To consider items for inclusion in the budget for 2020 – 2021.

Councillors were asked to suggest items for consideration in the budget for

Signed

Date 19th November 2019

2020-2021 and the following are the suggestions that were put forward.

- Outdoor table tennis tables
- Resurfacing of play areas- excessive wear.
- A designated place for older kids/teenagers- youth pod, seating arrangement. They would like it in an open space but not close to residential areas. If the youth council works as an initiative it would start in April 2020- which would work well with budget timing.
- Volleyball Courts are very successful and reasonably priced. The nets are cheap and white lines just need to be painted. They are very well used elsewhere and for a small investment it is a big positive impact on the community.
- Later evening clubs- Marquee system, some form of night club. Put to the youth council. Would need to be a formal event- to be effective.

The volleyball courts could go on the cricket outfields and should be considered. A proposal was put forward to progress the volleyball court and authority was given for the Committee Chairman and Town Clerk to get the idea in motion if a suitable location can be found.

It was:

RESOLVED to put forward the above items for consideration in the 2020-2021 budget and confirm that the Committee Chairman and Town Clerk are to progress the volleyball courts.

10. CORRESPONDENCE

To consider an application for a Street Trading Licence

A point was raised that the applicant has asked to trade for 3 days, outside the normal 2-day street trading licence that the Committee Chairman and Town Clerk are delegated to deal with. All other operators trade under 2-day license.

A concern was raised that the Council should be promoting healthy eating, however a point was made that we if only health food vendors are accepted it would be something would need to be applied to previous and future operators and the agreement would need amending.

The 3 days that are requested are the busiest days at the Hub for private parties and functions which can result in a full car park.

A point was made that the Monkfield Arms pub, Greens Café and the church all offer breakfast items that the applicant intends to sell.

It was:

RESOLVED to decline the application based on the information of the times the applicant wished to sell and that the items that were intended to be sold are a duplication of what is already sold around the area. The Hub Car Park would also not be the most viable option due to the use of the car park on the weekends.

11. 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.

12. SKATE PARK

To consider a report from the Town Clerk on progress with replacing the Skate Park equipment.

Consideration was given by the committee to the proposals.

It was:

RESOLVED to receive the proposal and to take the required actions.

12. 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.

13. DATE OF NEXT MEETING – 19th November 2019

The meeting closed at 21:35



CAMBOURNE TOWN COUNCIL

District of South Cambridgeshire

L&A Town Plan Action Summary – 12th September 2019

Abbreviations:

Finance & Policy Committee – F & P
Leisure & Amenities Committee – L & A
South Cambs District Council – SCDC
Developers Consortium (McAlpine) – MCA
Taylor Wimpey East Anglia – TWEA
Cambourne Youth Partnership – CYP
Transport Planning Associates – TPA
Multi Use Games Area – MUGA
Police Community Support Officer – PCSO
Cambridgeshire County Council - CCC

J O'D – Cllr Joseph O'Dwyer (Chairman)
RP – Cllr Ruth Poulton (Vice Chairman)
PG – Cllr Gavigan (Chairman of Planning)
GT – Cllr Greg Thompson (Chairman of Leisure & Amenities)
SK – Cllr Simon Krintas
Clerk – John Vickery (Town Clerk)
CDO – Jessica Lydon (Community Development Officer)

Section / Question No.	Town Council Action	Notes	Who	Status
4.3 Q6	<ul style="list-style-type: none"> Town Council to work with the Cambourne Youth Partnership to ensure that the voice of the youth of Cambourne is heard and considered. <i>(Repeated in Young People section)</i> 	<p>The possibility of a Youth Council will be explored and a strategy set up.</p> <p><i>A meeting is being arranged between Claire Coates and a teacher at CVC to discuss the setting up of a youth council. This will be followed by a presentation to the year council</i></p>	<p>Clerk SK CDO</p>	<p>To be progressed in 2019 <i>CDO to liaise with schools to investigate possibility of a Youth Council.</i></p>

		<p><i>members at CVC to get their feedback.</i></p> <p>CDO to look into arranging visits to youth groups and schools.</p>		<p>Commenced 2018 and ongoing</p>
<p>4.4 Q3</p>	<p>Town Council to conduct a comprehensive audit of the facilities/ buildings with a view to establishing suitable disabled access.</p>	<p>This will be done as part of the facilities audit being undertaken by the CDO. A list of requirements for accessible access will be drawn up prior to the audit.</p> <p><i>Bookings package updated to show accessible facilities in each of the buildings. The new booklet has been updated except for amended email addresses and will be issues as soon as these are confirmed.</i></p>	<p>CDO J O'D</p>	<p>Commenced July 2017 and ongoing Accessibility of buildings established in new booklet – review and ongoing</p> <p><i>New booklets will be published before the end of October 2019.</i></p>
<p>4.4 Q4</p>	<p>Town Council to publish current capacity of existing facilities and future provision from Cambourne West.</p>	<p>This information is on the price list for bookings.</p>	<p>Office</p>	<p>Completed with launch of new website – August 2017 Booklet completed 2018 See 4.1 West Cambourne Booklet to be updated with new information, <i>once details available.</i></p>
<p>4.5 Q2</p>	<ul style="list-style-type: none"> Consider providing football goalposts near / on Eco Park. 	<p>This has been discussed previously by the L & A committee and it was considered to be an unsuitable area.</p>	<p>Clerk</p>	<p>To be discussed at the L & A meeting in November 2017 The new informal MUGA will be equipped with goalposts for informal</p>

				kickabout Completed May 2018
4.8 Q3	Consider increasing the size of existing signage at the Sports Pitches.	To be discussed by the L & A Committee	L & A Committee	Agenda item for April 2018 L&A meeting Revised signage being produced – <i>tenders being issued for new signage, due by end of 2019</i>
4.8 Q5	Town Council to: <ul style="list-style-type: none"> Continue its programme of installing street recycling bins and communicate their locations. 	Covered under Section 4.4 Question 2	Office Head Groundsman GT	Commenced and ongoing 10 recycling bins installed to date Provision in budget 2019/2020 to extend the number of bins by at least 5.
4.9 Q9	Town Council to: <ul style="list-style-type: none"> Publish comprehensive map of cycle paths around Cambourne. 	An updated map has been requested from Randall Thorp and will be updated on the website when received.	CDO GT	Completed with launch of the new website – August 2017 (Annual review) Updated November 2018

