



## 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 21<sup>st</sup> September 2021. Meeting commenced at 19.23pm

Present:

Cllr G Thompson (Chairman)  
Cllr A Ahmed  
Cllr A Fisher

Cllr J Patel  
Cllr R Poulton  
Cllr J Simpson

In attendance: John Vickery-Town Clerk

No members of the Public were in attendance for the meeting.

#### **1. APOLOGIES**

Apologies for absence were received from, Cllr S Bhattacharya, Cllr J O'Dwyer, and Cllr D Sharma acceptable reasons for absence were given.

It was:

**RESOLVED** to accept the apologies from Cllr S Bhattacharya, Cllr J O'Dwyer, and Cllr D Sharma.

#### **2. MINUTES**

To approve as a correct record the minutes of the Leisure and Amenities Meeting LA/M85 held on Tuesday 22<sup>nd</sup> June 2021 (M85).

**It was:**

**RESOLVED** that the Minutes for the meeting, held on Tuesday 22<sup>nd</sup> June 2021 (M85) were approved and signed.

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

Cllr Patel disclosed a non-pecuniary interest in Agenda Item 5 CYP

Cllr Simpson disclosed a non-pecuniary interest in Agenda Item 11 Allotments

Cllr Thompson disclosed a non-pecuniary interest in Agenda Item 12 Cambourne Town Football Club

#### **4. CHAIRMAN'S ANNOUNCEMENTS**

The chairman made no announcements.

Signed

Date 16<sup>th</sup> November 2021

5. **CYP**

A report was received from Nigel Taylor, attached.

The new youth building progressing well and is on schedule for completion in February 2022.

It was:

**RESOLVED** to receive the report.

6. **REPORT ON FACILITIES**

**6.1 BURIAL GROUND**

There have been no recent burials or enquiries.

It was:

**RESOLVED** that the report be received.

**6.2 ALLOTMENTS**

There has been a delay in sending out Allotment Renewals, whilst the Tenancy Agreement and Eviction Policy is updated. Plots that have recently become available will be relet when the new Tenancy Agreement and Eviction Policy is in place.

There are currently 2 vacant plots at Crow Hill, 1 vacant half plot and 1 vacant full plot at Brace Dein. Allotment inspections have been carried out monthly and those with unmaintained plots are being contacted. There are over 100 people on the waiting list for both sites.

A comment was made on the number of people on the waiting list. The figure has grown proportionally over the year and continues to steadily rise. Is there an option to have more allotment sites?

The Town Clerk explained that many of those on the waiting list, when contacted either do not respond or no longer want an allotment plot when they reach the top of the list.

If more than 10 of those on the waiting list were to come to an annual meeting and make a request for more allotment sites, it would need to be considered.

A point was raised as to whether the residents on the waiting list for Brace Dein and Crow Hill would be offered priority for the new allotment site in West Cambourne that is to be developed.

This would need to be considered when the allotments are developed and a policy may need to be put in place, however as the houses built on the West Cambourne site are what pay for the allotments, we would not be able to prioritize the non-West Cambourne residents.

A point was raised as to whether the 150 years drain land could be a site for Allotments. The Town Clerk explained the site is not suitable due to flooding and the land is owned by the Wildlife Trust.

A question was raised regarding the size of the West Cambourne allotments. The proposed size of the site is roughly 500m x 50m. It will be the length of the Cambourne Village College School site and will be a very large site.

It was:  
**RESOLVED** that the report be received.

### **6.3 PLAYGROUNDS, OPEN SPACES, SKATE PARK AND FOOTPATHS**

#### **Playgrounds**

We have had multiple incidents of wet pour being ripped up at the Great Cambourne Play Parks, leaving it as a potential trip hazard for park users. The Park was closed whilst the wet pour was ordered, and our ground staff worked quickly to repair the floor.

Lower Cambourne Play Park- The roof of the tower was repaired and reinstalled.

The Town Clerk and Head Groundsman have had some meetings regarding long term issues in the Play Areas with specialists. A full report and recommendations will be taken to a future meeting.

Areas being looked at are:

- Great Cambourne Green replacement of the wet pour with grass and safety matting (similar to Upper Cambourne play area).
- Great Cambourne Green replacement of the tower assembly as it is at the end of its practical life.
- Upper Cambourne replacement of the pump which is beyond economical repair.
- Eco Park trim trail a number of exercise points have been removed due to rotten timbers.
- Eco Park Teenage Hangout play equipment which has failed due to wear and tear.
- Eco Park the single point swing has been removed as there is excessive movement due to timbers deteriorating.

The grass will be laid over winter and the decision is still to be made on whether it will be turf or from seed.

It is:  
**RECOMMENDED** that the report be received.

#### **Skate Park**

The contractors are hoping to be on site towards the end of September. It is estimated to take around 2 months for works to be completed. They have also informed us there will be an increase in costs of £1,000 due to the price of steel increasing.

The Town Clerk has since been informed that the total cost of the works has increased by £6,000. The Town Council can find the money as we have already entered into the agreement and material prices increasing is out of the contractor's control. We cannot extend the grants to cover the costs. The additional costs will be taken to a Council Meeting for approval when finalised.

A concern was raised that children are often seen with their dogs at the skate

park, which is very dangerous for those that are skating. How can this be stopped? Can we have strictly no dog sign?

There are signs mainly on the gates entering into the sports ground rather than the Skate Park but new signage for the Sports Pitches have been ordered and some could be placed at Skate Park.

It was:

**RESOLVED** that the report be received.

#### **6.4 PREMISES**

The premises continue to be well used by regular hirers. Most of our previous regular hirers have returned to use the venues along with many new hirers.

Private bookings have been able to take place in our venues since July 19<sup>th</sup> 2021 and The Hub and Pavilions have been well used over the last few months with many more bookings booked in the venues until the end of the year.

There was a flood in the Town Council Office which has caused some damage. An insurance claim is being processed we are awaiting quotations for the repairs, to be submitted to the insurers.

The doors at the Hub have had new locks fitted.

There are a number of maintenance issues that are arising which are being dealt with. One that has a large financial impact is the access control systems at the Hub and Blue Space that are now obsolete and will need replacing as we cannot obtain the access fobs going forward. This is being looked into and will be reported at future a meeting.

The Town Clerk clarified the maintenance issues with the access control systems. They are no longer maintained by original manufacturer and do not produce the fobs needed to enter the buildings. We are therefore running out of fobs to give to hirers. It is suggested to replace the system at the Blue School first and the Hub when the first floor works begin. We can then do the alterations as part of whole package. The new system can be monitored offsite and check who is in the buildings.

There has been a request for the Hub to be used as a vaccination centre for a prolonged period to offer booster vaccines. A meeting will be held tomorrow with Cambridgeshire Community Services and the decision will be brought to the next Full Council Meeting.

Councillors agreed to support the use of the Hub as a vaccination centre in principle, pending confirmation from the meeting.

The lateral flow testing centre has also proposed to return to use the Lower Cricket Pavilion from October 2021.

It was:

**RESOLVED** that the report be received.

#### **6.5 CAMBOURNE SPORTS FACILITIES**

No report was received.

## **6.6 BOWLS CLUB**

A report was received from Robin Bailey, Bowls Secretary. Report attached.

It was:

**RESOLVED** that the report be received.

## **6.7 SPORT IN CAMBOURNE**

The Town Clerk met with a representative and the Sport in Cambourne are looking at winding up and transferring the funds to the Council to be used for Sports development. The Committee is going to keep in touch with the Town Clerk on progress.

The Town Clerk clarified who 'Sport in Cambourne' are. They are a community group who were formed to manage the MUGA and tennis courts and took the income from the MUGA and tennis court until it was taken over by the Town Council. Over the years they have given grants to football, tennis, netball, rugby teams. The funds are currently in an account unused, but they did previously pay for upgrades in the sports and cricket pavilions and additional lights in the car park leading to Sports Pavilion.

It was:

**RESOLVED** that the report be received.

## **6.8 TRAILER PARK**

The Trailer Park currently has 6 vacant plots and there are 0 people on the waiting list.

A suggestion was made to add an article in the crier to make residents aware there are spaces available in the Trailer Park.

It was:

**RESOLVED** that the report be received.

## **7. CORRESPONDENCE**

No correspondence had been received.

## **8. JUNIOR PARK RUN**

To receive a report from the Junior Park Run. Report attached.

Responses to the improvements to be made in the report.

Missing Defibrillator – It is believed someone called for the code to remove the defibrillator and then discarded it. It was replaced within a day once the Town Council was made aware.

Bolts in the ground- The information will be passed on to the ground staff.

Litter on the pitches- It is a very common issue. There are plans for the rugby container to be emptied and removed at a later date, which is where a lot of the litter stems from as it is a popular hangout spot.

Dog walkers on the pitches- 'No dogs' replacement signs are to be put up that are clearly visible. Normally placed on the gates and entrance gates.

It was also suggested to place a notice in the Cambourne Crier to inform residents they cannot walk their dogs on the playing fields.

New youth building construction- The fence has been moved in to create more space.

Storage space- There are no cupboards in the Sports Pavilion. Depending on the storage size they need they may be able to use one of the containers that are used for football storage.

It was:

**RESOLVED** to receive the report and respond to the Cambourne Junior Park Run.

## 9. **CAMBOURNE TOWN FOOTBALL CLUB**

To receive a report from the Chairman.

Cambourne Town Council Football Club has commenced its new season, using Town Council Facilities, following the launch tournament. There have been issues with youths entering the 3G during training sessions and by climbing over the 4m high boundary fences. In consultation with the Committee Chair, a number of 'Do not climb' & 'No Trespassing' signs have been commissioned and are due to be installed around the 3G, tennis courts and MUGA.

The Chairman of the Committee and Town Clerk are working with Cambourne Town Football Club on methods to police and educate the youths on why they should not abuse the use of the 3G.

The Chairman informed Councillors that himself and Councillor O'Dwyer have sent a letter to the Police and Crime Commissioner Office. They referenced a previous letter sent in 2018 and highlighted the lack of engagement from the Local Police Team.

An officer from the Police and Crime Commissioner Office agreed to a meeting with the Town Clerk, Town Chairman and Chair of the L&A Committee. If Councillors have any points they would like raised at the meeting, send them to the Town Clerk.

Points were raised as to how to stop children climbing over the fence and misusing the 3G. A suggestion was made to use anti-climb paint. This would involve a lot of work to put the paint on the fence and may also become a safety issue.

Another suggestion was to have a key fob/code system, instead of key locking system. A code system was previously used for the MUGA, which proved costly as the code was being changed by children regularly.

Cambourne Town Football Club has issued a warning to its players if they are to be spotted on the 3G when they shouldn't be, they will firstly miss a training session and if they repeatedly offend there would be further consequences.

Phil Priestley is working with the Town Council to help identify the children and work with some of them.

Signed

Date 16<sup>th</sup> November 2021

The new Sports Development (Football) role interview is to be held tomorrow 22<sup>nd</sup> September 2021. Part of the job role will be to create a youth sports forum.

It was

**RESOLVED** that the report be received, and the Town Clerk be delegated to take the necessary actions in discussion with the Committee Chairman.

**10. 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.**

**11. ALLOTMENTS**

To receive a report from the Town Clerk.

It was

**RESOLVED** to receive the proposal and the required actions be taken.

**12. STREET TRADING**

To receive a report from the Town Clerk.

It was

**RESOLVED** that the amended Street Trading Application and Policy be approved.

**13. 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.**

**14. DATE OF NEXT MEETING – 16<sup>th</sup> November 2021**

The meeting closed at 20:55



## Cambourne Bowls

### Report for 2021

We will finish our season on Thursday 16<sup>th</sup> September and restart towards the end of April next year.

Sadly we had to withdraw from the Men's Division of the Cambridge Business House League due to lack of numbers however there has been a resurgence of interest and we have reapplied to join the league for 2022. There has been a small 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 groundstaff for maintaining the green and facilities which are as good as any in the district.

Robin Bailey  
Bowls Secretary Sept 2021



## **Cambourne junior parkrun**

### **Update for Leisure & Amenities Committee**

Cambourne junior parkrun successfully launched on Sunday 25<sup>th</sup> July. It has taken place every Sunday since, except for the weekend of the Cambourne Town Football Club's Summer Festival.

It is national parkrun policy for new events to have a soft launch, i.e. without any active marketing. This is to allow time for teething problems to be resolved and for volunteers to gain experience, whilst participant numbers are lower. Despite the lack of marketing, the first 7 events had a total of 168 different children complete a total of 379 runs; an average of 54 children each week.

On the first run after the publication of the Crier article, numbers increased to 74 children. Based on local demographics, and experience of other junior parkruns, it is anticipated that numbers in Cambourne will grow to regularly be 100+ children each week.

Of the 168 children that have participated so far, 70 were complete beginners to parkrun. Many of these are likely to go on to be regular participants, with the associated health benefits of regular exercise activity. Each week we also have many parents that choose to accompany their children around the course; anecdotally, for some parents this may be their only exercise of the week.

The event has a very friendly atmosphere. We've noticed that many families choose to stay to the end of the event and clap and cheer all the runners to the finish, rather than just their own. Indeed, it's not unusual for the last finisher to get the loudest applause. This creates a very positive, supportive environment for the participants.

Each week we have around 20 volunteers that help support the event. Overall, we have had 58 unique volunteers help us out so far. We are therefore already building a significant local community of volunteers that support parkrun, including a number of under-18s who may count their parkrun volunteering towards Duke of Edinburgh awards.

Feedback from participants, parents and volunteers has been overwhelmingly positive. We have not received any negative feedback.

There have been a few issues so far, although nothing major.

- On 22<sup>nd</sup> August, the pavilion defibrillator was missing. It is parkrun policy that parkrun events must be cancelled if there is no working defibrillator available. Thankfully there is another defibrillator at the Sports Centre, but this required us to negotiate with Everyone Active at the last minute to gain access to it. It would be helpful in future if any availability / maintenance issues with the defibrillator could be notified to us. On this occasion, we only found out through word of mouth on the Saturday evening prior to the event.
- On one occasion, we discovered multiple bolts sticking out from the ground in the path of our running route. We believe these are for goal nets to attach to and had been left behind by whoever had used the pitch previously. The bolts were a major hazard, and we used cones to

divert our runners. There is a risk that we may not always spot such bolts during our pre-run course check, and a child could trip and hurt themselves.

- Every week our volunteers have to clear away litter from the fields during our pre-run course check. This includes discarded cans, food packaging, dog poop, broken glass and sometimes other unsanitary items.
- We frequently see dog walkers on the field whilst setting up the course. Whilst most dog walkers stay away during the event itself, there have been occasions where a dog walker has ignored the direction of our volunteer marshals, and entered the field during the event, including crossing the path of our runners. It would be helpful if there were more prominent signs to warn the public that dogs are not permitted on the playing fields.
- The construction of the new youth building has severely limited the width of our starting straight to an unsafe width. Our Covid framework also requires us to provide a wide start, to avoid bunching-up. We have therefore had to allow our runners to spread out onto the pitches at the start. All runners are still directed off the pitches as quickly as practical, and the remainder of the route remains entirely off-pitch.

Despite the niggles above, we believe the launch of the event to be very successful. We believe the event will continue to grow and become a very successful and well supported event on Cambourne's weekly calendar.

One future improvement we could make would be to store the parkrun equipment somewhere on-site. This would improve set-up time and reduce the need for Run Directors to drive to the event. If we were to raise funds for a storage locker, would it be possible to find space for it in the sports pavilion?

On behalf of everyone involved, we would like to extend our thanks to the Town Council for continuing to support the event. If any members of the committee would like to come along one Sunday and see the event for yourself, you will be very welcome to do so!

*Prepared 16 September 2021*