

**CAM PARISH COUNCIL**

**MINUTES OF A MEETING OF RECREATION & LEISURE COMMITTEE HELD WEDNESDAY 13<sup>TH</sup> JULY 2011 AT 6.30PM  
IN THE COUNCIL SHOP**

**PRESENT:** N Ledoux (Chairman), D Andrewartha, B Powell, J Fowles, M Clifton, D Cornell, M Stevens, J Sherman,  
D Pritchard, D Jones, P Dutfield

**IN ATTENDANCE:** I Cheshire (Cam Bulldogs), P Jenkins, M Cowley (Cam Everside), Mr Gann (allotment tenant),  
S Hanman (Clerk)

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**RL.11.52. To receive Apologies for Absence**

None received

**RL.11.53. To receive Declarations of Interest**

The following declarations were received:

Cllr Jones – Allotments issues – acquaintance of plot holder making complaint

Cllr Pritchard – Jubilee Field and Changing Room issues – son plays for Everside FC

**RL.11.54. To Accept and Sign Minutes of the Meeting of 8<sup>th</sup> June as a True and Correct Record**

It was RESOLVED that the minutes be accepted as a correct record and signed by the Chairman

**RL.11.55. To receive any questions, statements or submissions from members of the public in attendance or from any Councillor in respect of any agenda item in which he/she has a Prejudicial Interest**

Mr Gann raised an issue with regard to the recent clearance of the unused area at Westend Allotments. He queried the reason for the clearance, as he felt that the area was important for wildlife. He also complained that the burning of the debris on the site had damaged some of his produce and equipment. It was explained that the clearance had been to tidy up and manage the area and that there was no intention at present to increase the number of plots on site. It was agreed that the long term management of this area would be discussed at the next meeting, and that the issue of the damage would be referred to the contractor.

An enquiry was also made about the possibility of allotment tenants forming some sort of Committee or Association to manage the site – information on Allotment Associations would be forwarded and Committee would consider an approach on this matter if tenants wish to pursue it.

**RL.11.56. To note matters arising from the Minutes and not covered by agenda items for Information Only**

None raised

**RL.11.57. To note correspondence received**

None received

**At this point, it was agreed to bring forward the agenda item for the Jubilee Field, in order for football club representatives to have an input**

**RL.11.58. To consider future management arrangements for the Jubilee Field and facilities**

Authority had been delegated by Full Council for Committee to progress this issue. It was noted that Council was not prepared to grant exclusive use of part of the field to any one organisation, as the field is a community asset that should be available for all. It was also not considered that the expense of installing an additional gate to address the

issue of identifying responsibility for leaving gates unlocked could be justified, as it would still not prevent the field from being left unsecured. Everside indicated that they would be willing to contribute financially to the cost of the additional gate, and other possible solutions were also discussed, including more use of the second gate. It was agreed to hold a site meeting at 6.30pm on Monday 18<sup>th</sup> July to further consider the options. I Cheshire also indicated that, with regard to Bulldogs use of the field, he would be happy to check the gate after each use and contact a designated person to confirm that the gate is locked; he would also provide details of the times when the club will be using the field.

With regard to use and management of the changing rooms, it was confirmed that, as the management agreement had only been signed by Bulldogs (and nor Everside) it was not effective. It was confirmed that each club uses a separate area, so that it should be reasonably straightforward to arrange for separate metering for utilities, with each club then to be responsible for its own use. The matter of previous costs would need to be agreed between the clubs. M Cowley agreed to acquire costs from the utility companies for separate meters. Once all costs are available, the issue would be further discussed, including the possibility of the clubs bearing all costs related to use of the units instead of being charged a hire fee for use of facilities.

It was also reported that goal posts at the field were in a poor and deteriorating condition, and queried whether the Council would be prepared to share the cost of replacement, on the basis that they are used by the general public as well as the clubs. Although in theory the clubs could remove the goals after their use, this was not really considered practical. The clubs would acquire costs and this issue would be taken into consideration in future discussions. It was also agreed that the clubs could take turf from unused areas of the field to repair the goal mouths.

**RL.11.59. To receive and comment on budget report and consider any amendments**

Budget report noted – no amendments were considered necessary

**RL.11.60. To confirm siting of additional seating at Woodfield Park**

A site meeting would be held next week with the Handyman, to confirm the exact locations for the seats, which were currently in store.

**RL.11.61. To receive report of site visits re. tree works and agree any actions**

A very useful site visit had taken place, which identified works that are required. This included coppicing of some trees, minor maintenance works and removal of some trees that are unsuitable for their locations (mainly sugar maples which are very large, grow rapidly and tend to drop boughs). Ian Pullen would prepare a detailed quote, but had indicated that the likely cost of identified works would be around £2000. He also agreed to deal with the trees growing through the safety fencing at the Jubilee Field at an additional cost. It was thus RESOLVED that Committee authorise the Clerk/Deputy to accept a quote for the works, to a budget limit of £2,500. A public statement would be prepared explaining why the work is being carried out (safety implications, future management etc). Mr Pullen had also provided some advice on other grounds maintenance issues, including weed control, which would be discussed at the next meeting.

**RL.11.62. To received and comment on annual safety inspection reports for play areas and agree any actions**

A copy of the report had been circulated and was available on screen at the meeting. It was agreed that, in the main, no action should be taken with regard to issues identified as low or very low risk, unless the recommended remedial action is minor, such a tightening fixings, untwisting swing chains etc, in which case the Handyman would be instructed. Any higher risk issues would be addressed as recommended.

**RL.11.63. To consider quote for works to trees at High Street and Lark Rise**

It was RESOLVED that the quote of £269 + VAT be accepted

**RL.11.64. To consider maintenance and improvement works to the skatepark at Jubilee Field**

A representative from the company that originally installed the skatepark had been contacted and had indicated that he felt that there are some problems that need to be addressed, including the slight 'sinking' of some of the ramps into the tarmac surface. However, no such issues had been identified in the professional safety inspection. It was therefore agreed to take no action on this aspect for the time being, but to continue to monitor the matter. It was also recommended that the ramp surfaces be taken back to bare metal and repainted – it was agreed to acquire quotes from a local contractor for this work, with the possibility of the repainting being done by a separate contractor or by volunteers as in the past. Authority to accept quotes was delegated the Clerk/Deputy Clerk on consultation with the Chair and Vice-Chair of Committee and the Chair and Vice-Chair of Council. All efforts would be made to get the work completed in time for the Scratch 'n' Sk8 event, but the organisers would be advised should this not be possible.

**RL.11.65. To consider nomination of the Jubilee Field as a Queen Elizabeth II Field**

It was noted that, as a protected field under the Fields in Trust scheme, the Jubilee Field is eligible for designation under this scheme. It was therefore RESOLVED to apply for registration.

**RL.11.66. To consider other Jubilee Field Maintenance and Development issues**

**i. To receive update on anti social behaviour, litter, damage etc and agree any actions**

No ASB was reported, although there had been some litter problems (new bins were due to be installed shortly).

**ii. To consider application of funding under Sport England's Protecting Inspirational Facilities scheme**

This scheme was due to launch in July – further details would be circulated when they are available. Authority was delegated to the Clerk to further explore this source of funding if and when details are released.

**iii. To Note any Comments from Users of Jubilee Field and Agree Actions**

Dealt with under previous item.

**RL.11.67. To receive report from Stroud Valleys Project on work at Rackleaze and approve payment of SLA fee**

The report was received and accepted. There was some concern regarding reported comments by SVP relating to the proposals for the cycleway, in that they did not want public access into the land; it had been believed that one of the plans for the land was for a walkway to give public visibility to the whole site. It was agreed to ask SVP for details of their proposals for a walkway and for interpretation boards. It would also be made clear to Vale Vision and others that, with regard to use of the site for the cycleway, it would be necessary to consult with the land owner (Tesco) and the tenant (Parish Council), not just SVP which manages the site but does not have ownership of it.

**RL.11.68. To receive regular inspection reports for play areas and open spaces and agree any actions**

Reports received – no significant issues reported

**RL.11.69. To consider tender arrangements for Grass Keep**

It was agreed that the Clerk should draft a tender advertisement and circulate this for approval, with a view to re-letting the land as grass keep for 3 years when the current tenancy expires.

**RL.11.70. To Note any Issues Relating to Allotments**

**i) To consider any applications for structures and note planning implications – None received**

**ii) To consider inspection reports and agree any actions – reports were received – there were no major problems. Tenants of under-cultivated plots would be sent warning letters. The Handyman would be**

instructed to cut the hedge at Westend after the nesting season. Other hedges would be cut as part of the normal regime in the autumn.

iii) **To consider action to be taken with regard to trees at Ashmead 2 allotment site** – Quote awaited

iv) **To note and comment on any further allotment issues**

**Fire Damage** – A complaint had been received from the tenants of Plot 24 at Westend concerning alleged damage to crops and equipment when the Handyman burnt the material recently cleared from the unused end of the site. This had been further explained by the tenant at the start of this meeting. It was agreed that, in future, tenants would be advised of any work scheduled for unused areas on allotment sites. The boundary of Plot 24 would be confirmed, with the tenant invited to extend this slightly into the unused area if he so wishes.

Information on the Allotment Officers Forum planned to be jointly hosted by Cam PC and Dursley TC in the autumn would be circulated. It was felt that an effort should be made to make a significant event of this.

**RL.11.71. Any Other Urgent R&L Matters for Information or Referral Only**

**Hedge at Memorial Hall** – it was noted that, despite numerous requests, Tesco had still not trimmed the overgrown hedge to the rear of the Memorial hall. As this was something that had been mentioned at the Tesco planning consultation meeting, it was agreed that the Council should write and remind them of their undertaking to add this matter to their maintenance schedule.

There being no further business, the meeting was declared closed at 8.50pm.