

Kesgrave Town Council

Recreation and Amenities Committee

Minutes of the meeting of the Recreation and Amenities Committee held on Monday 30th January 2012 at 7.35pm in the Council Chamber.

Present: Mr N Beecroft Miss S Hall (Project Officer & PTLO)
Mr A Comber (Chairman) Mr G Lynch

In attendance: Mrs J Francis (Deputy Clerk to the Town Council)
Mrs V Read (Clerk to the Town Council)
Mrs L Bennett (Administrative Assistant to the Town Council)
Mrs N Goodchild
Mr J Ogden
Mr C Rayworth
Rev R Spittle
1 Member of the Public

1. Apologies

Mrs S Ogden	– family commitments
Mr M Rayment (P3)	– family commitments
Mrs P Sanford (KCG)	– illness

2. Declaration of interests

Mr Comber declared a personal interest in item 10.a., Rupert Fison Centre, Kesgrave Market being a Scout Leader at 1st Kesgrave Scout Group, and remained in the room during consideration and discussion of the matter.

3. Minutes of the last meeting held 21st November 2011

The minutes having been circulated were taken as read, approved and signed by the Chairman.

4. Matters Arising

a. Late items for information None.

An adjournment was declared:

Mrs Goodchild, Wainright Way, as a Kesgrave Market stall holder believed, for the Market to grow, outside stall holders need to operate on the square. She suggested more interest might be shown by charging an upfront, non-returnable fee of £5.00 for an outside pitch. The Town Council would receive an income and the Market could potentially increase in size. The stall holder might decide not to attend but the fee would not be a significant loss. The Chairman thanked Mrs Goodchild for her suggestion which would be taken into consideration when discussing this matter.

Miss Hall, Trinity Close, as a member of the public, asked if any further information had been received from SCC regarding the Kesgrave Library. The Deputy Clerk explained Library provision, as part of the 'Big Society' is discussed at Full Council and as far as she was aware no decisions had been made to date.

The following agenda items 10, 14 and 15 were brought forward.

14. Play Equipment Improvements and Provision

a. Additional Play Equipment Members were informed the application to SCDC requesting funding from the Outdoor Play Space contributions had been successful and a planning application to erect the equipment was now being prepared.

b. Residential request for POS fencing Members were reminded of Mr Johnston's proposal that play equipment areas on POS in Kesgrave should be fenced to exclude dogs. In response to an enquiry Martlesham Parish Council provided information on the cost and supply of fencing recently erected at one of their play areas. Using this as a bench mark the Deputy Clerk gave an indication of the costs if similar fencing is installed at Oak Meadow, although the type of fencing and the area which was fenced would influence the cost. In principle the suggestion of fencing an area in Oak Meadow was supported. However Oak Meadow is in the ownership of SCDC and any progress will depend on the outcome of the following item.

15. SCDC Divestment of Open Spaces and Play Areas

No response has yet been received from SCDC since KTC registered an interest regarding divestment of open spaces and play areas.

The Committee **agreed** with the Deputy Clerk's suggestion that if divestment of Oak Meadow was agreed the conditions of transfer should include either fencing or an enhanced commuted sum to provide it. If ownership remains with SCDC the Committee **agreed** KTC should pursue the provision of fencing with a possible offer of partnership funding.

Reverend Spittle, Mr Ogden and Member of the Public left.

10. Rupert Fison Centre

a. New Proposals for Square

i. Kesgrave Market Mr Comber updated the Committee on the current situation regarding the Market with reference to the notes made by the Market Manager, Mrs Camilleri which are attached at **Annex 1** to the permanent copy of these minutes.

The suggestion of introducing a lower rate charge for outside pitches was discussed. It had been anticipated the winter months, especially January and February, would be quiet and it was considered an initiative with new charges now is too early and may cause ill-feeling with regular stall holders. The Committee **agreed** to keep to the current plan and for the Market Manager to continue to seek potential outside stall holders.

It was agreed additional banners should be purchased to display on the outside wall of the Scout Hall on Market days to promote and highlight its location.

5. Burials

a. This Committee resolves that the public and the press be excluded for consideration of Item 6.a Burials, Burial Ground Maintenance Contract 2012/2013 since publicity would prejudice commercially sensitive information, and that these matters be deferred to follow item 17 on the agenda.

b. Burial Ground Maintenance Contract 2012/2013 This item was taken after item 17.

c. **Late items for information** None.

6. **Library Provision**

a. **Working Party Report** None.

7. **Litter**

a. None.

8. **Public Open Space Reports**

a. **Cedarwood Green** Nothing to report.

b. **Cedarwood Walk** Nothing to report.

c. **Legion Green** Nothing to report.

d. **MSG**

i. **Kesgrave Kestrels FC correspondence** The Committee was informed a further letter had been received from Mr Hall, Secretary to Kesgrave Kestrel FC, stating their appreciation of their concerns regarding the condition of the pitches being discussed and that it was never their intention to avoid the current terms and conditions of hire for the facilities.

ii. **This Committee resolves that the public and the press be excluded for consideration of Item 8.d.iii MSG Ground Maintenance quotes since publicity would prejudice commercially sensitive information, and that these matters be deferred to follow item 17 on the agenda.**

iii. **MSG Ground Maintenance quotes** This item was taken after item 17.

e. **Long Strops Pond** Miss Hall, Project Officer, stated she had attended a site meeting at the pond with Greenways to discuss its future and the following observations were made:

- more wildlife than expected was present; the mild weather evidently effecting hibernation;
- because of the presence of wildlife, dredging by hand would cause less disturbance than a mechanical dredger;
- collection and diversion of surface water from the multi-use games court at Cedarwood Green to supply the pond could be considered;
- the present site of the pond not being ideal, a better way to use the facility would be to divide the pond into three sections: pond, wet meadow and south facing slopes and habitats;
- installation of a lower dipping platform which would be more user friendly and
- an alternative site perhaps within Cedarwood school could be considered.

The Committee discussed at length the various suggestions. It was **agreed** the preferred option is to divide the Pond into three sections making optimum use of the facility without having to carry out much additional reconstruction work. Mr Lynch advised the Committee if surface water is collected from the games court there is a high possibility the water will be contaminated with tar residue: this suggestion was therefore rejected. It was **agreed** all work should be stopped until Full Council has had an opportunity to consider the Committee's preferred option. Miss Hall was asked to seek clarification, from Greenways, regarding the costs involved.

f. **Late items for information** None.

9. **Roads, footways and footpaths**

a. None.

The following item (10.a.i.) was taken after the adjournment and is minuted there.

10. Rupert Fison Centre

a. New Proposals for Square

i. Kesgrave Market

ii. This Committee resolves that the public and the press be excluded for consideration of Item 10.a.iii Market Manager Contract since publicity would prejudice commercially sensitive information, and that these matters be deferred to follow item 17 on the agenda.

iii. Market Manager Contract This item was taken after item 17.

11. Kesgrave Conservation Group Report

In the absence of Mrs Sanford, the Deputy Clerk reported:

- St Isidores roundabout has been seeded and the final area for wildflower seeding in Ashdale Walk has been prepared and will be completed in the near future;
- POS J, named as Jubilee Copse, adjacent to Alice Grange, has been successfully planted with numerous varieties of tree whips;
- to celebrate the Queen's Jubilee the Group proposes to plant 60 Oaks in Kesgrave during the Autumn. Sites have been identified and their suitability will be confirmed with a tree specialist. Permission to carry out the planting will then be sought from the relevant landowners;
- the Group has also been given permission to remove the protective sleeves and ties from saplings located in an area adjacent to the MSG car park.

12. PTLO Report

Miss Hall, as PTLO reported:

- in response to a resident's request asking for the provision of a direct bus service to Felixstowe she had written an article for Kesgrave News to gauge support;
- she had provided updates for the Community Web site.

13. P3 report

In the absence of Mr Rayment, the Deputy Clerk stated a walk is being organised for 4th March 2012 at 1.45pm starting at Long Strops car park.

Agenda items 14 and 15 were discussed after the adjournment and are minuted there.

14. Play Equipment Improvements and Provision

a. Additional Play Equipment

b. Residential request for POS fencing

15. SCDC Divestment of Open Spaces and Play Areas

16. Agenda items to be published in Kesgrave News

None received.

17. To receive such other communications or matters of sufficient urgency and importance that the Chairman will allow for discussion.

None.

Mrs Goodchild and Mr Rayworth left.

The Committee were then able to consider the following.

5.b. Burial Ground Maintenance Contract 2012/2013 The Committee **agreed** to accept Mr Jelley's quote of £11.15 per hour for Cemetery and Office garden maintenance. This is in line with an inflation rate of 4.8% and within budget.

8.d. MSG Ground Maintenance quotes The Deputy Clerk presented some background information regarding the original purpose of the MSG Grounds which had been set up for youth football. Since 2001 the grounds have been used by different Football Clubs including senior teams. At present the Grounds are only used by Kesgrave Kestrel FC: one youth and one senior team with the possibility of a new youth league beginning next season. The Pavilion is an exceptional asset unfortunately the condition of the pitches is causing grave concern to the Club. This receives adverse comments from referees who have on some occasions considered calling off a game because the pitch does not reach Health & Safety standards.

As directed the Deputy Clerk had contacted SCC Grounds Maintenance (the present MSG contractor) plus one other local contractor, requesting an analysis of the work required to improve the pitches, and at what cost, to achieve an acceptable standard for the Football Association. The quotes covered similar works to try and improve the situation. The first quote was for £2,745 and the second £7,416. It was **agreed** the second quote was working towards a professional standard which explained the huge difference in costs; the Committee agreed this standard would not be sustainable on POS. The Landowner states the area was originally heathland and, as such, most fertilisers would only wash away.

The Deputy Clerk also presented a typical yearly breakdown of a running costs for both Pavilion and Grounds which was approximately £7,416. The Committee understood the MSG was never intended to be profit making. However the increasing costs to maintain the Grounds and the high running costs of the Pavilion in support of the teams does not represent best value for the Council tax payer. It was agreed therefore to **recommend to Full Council** the use of the MSG by football clubs should cease as from the end of the current season. The Pavilion should continue to stay open for the current and one-off hirers until further notice.

10.a.iii. Market Manager Contract Mrs Camilleri's present contract was discussed and it was agreed circumstances had changed since the start of this venture. The Market is being held indoors and the administrative work initially to be undertaken by the Clerks is more pragmatically completed by the Market Manager. Mr Comber agreed to look at Mrs Camilleri's job description to highlight the changes which have occurred to present to Full Council. The Committee agreed additional hours over those first envisaged worked by Mrs Camilleri are acceptable and a full review should be carried out in June.

Mrs Camilleri is now expected to set up the tables on a Friday evening, at the Scout Hall, in preparation for the Market the following day. It was agreed to **recommend to Full Council** a rota of Councillor volunteers should be set up to carry out this task thus reducing Mrs Camilleri's work load.

18. Date of Next Meeting – 19th March 2012

The next Full Council Meeting will be held 13th February 2012.

The Chairman closed the meeting at 9.22pm.

Chairman

Randa mins

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