



MELTON PARISH COUNCIL

Recreation Committee

Meeting Minutes – REC (22)M04

Minutes of the Recreation Committee held on Wednesday 6th July 2022 at the Melton Parish Council offices, 17 Riduna Park, Station Road, Melton, IP12 1QT.

Present:

Cllr Taylor (Chair)
Cllr Martin
C McBurney
Cllr Holmes
Cllr Darby
Cllr Harvey-Smith

In Attendance:

P Alder Clerk to Melton Parish Council
F Waters Assistant Clerk to Melton Parish Council
3 members of the public

Absent:

Cllr Porter
Cllr James
Cllr Gradwell

Part 1/1 – Open to the Public

Item No	Item to be discussed
22.43	To receive apologies for absence
Apologies for absence were received from Cllrs Porter, Gradwell and James	
22.44	Declarations of Interest
22.44.01	To receive Amendments to the Register
There were none	
22.44.02	To receive Declarations of Pecuniary Interest in Respect of Items on the Agenda
There were none	
22.44.03	To receive Declarations of Non-Pecuniary Interest in Respect of Items on the Agenda
There were none	
22.44.04	To consider Full/Partial Dispensations for Pecuniary Interests Declared
There were none	

22.45 Open Forum for Members of the Public to talk to Councillors

Two households from the Hall Farm Road area raised concerns relating to the newly installed basketball hoop and surface at the Jubilee Green. They highlighted 3 concerns relating to positioning, noise and Anti Social Behaviour.

Members sympathised with the residents however there had been a robust consultation process and residents were invited to comment at all stages and invited to be kept informed.

The Committee discussed the options to mitigate the residents' concerns regarding noise and positioning these will be considered and where reasonable adaptations could be made. This could include removing the chain net, further noise dampening on the surface, changing the position of the hoop, replacing or painting the backboard to a different colour. Moving the equipment is unlikely due to cost implications (although one of the residents did say they were willing to pay) and no other appropriate location.

The committee urged the residents to report all incidents of ASB to the police via the online form so that it can be an area that is monitored.

A resident also asked for a replacement road name sign for Manthorpe Close as it is broken. The committee advised this would be under ESC's remit and the office will contact ESC.

22.46 To approve the draft minutes of the previous meeting

It was **RESOLVED** that the minutes of the previous meeting held on 18th May 2022 (REC (22)M03) previously distributed) be received, noted and signed as a correct record by the Chair.

Proposed by Cllr Martin Secoded by Cllr Harvey-Smith

22.47 Recreation Ground

22.47.01 Recreation Ground Report

Members discussed the report REC(22)47.01 previously distributed. The Greenspace Management Company have assigned a new team to MPC and the office will continue to monitor the work undertaken.

The dog poo bins are not being emptied as frequently as they should be in recent months, due to staff shortages. They continue to overflow and Cllrs **RESOLVED** to **AGREE** to purchase a second dog poo bin for the entrance to Burkes Wood.

A request to use the Recreation Ground field for a cricket match had been withdrawn.

Cllrs would like to run a further SWT event later in the year. Assistant Clerk to liaise.

Following a complaint from a user of the tennis courts, Cllrs noted the comments and agreed to monitor.

Proposed by Cllr Harvey-Smith Secoded by C McBurney

22.47.02 Pavilion

Members discussed paper REC(22)47.02 previously distributed. The clerk reported that an air conditioning unit would need to be a consideration due to the hall space having no windows or vents, advising the controls would need to be limited so that the temperature could not be altered excessively or left on when the building was unoccupied.

It was **AGREED** by the committee the Pavilion Hire Charges should be put before Full Council by email. There would be a 10% discount for charities/community groups and residents hiring for non-commercial events. The committee would like the rates reviewed after the Pavilion has opened. It was **AGREED** that The Music License (quote of £409.90 per annum) should be applied for. It was **AGREED** the capacity limit of the building should be 45 persons in total.

The committee discussed proposed changes to the Pavilion Hire Agreement to include a longer cancellation period of 7 days, that smoking/vaping/use of electronic inhalation devices would not be permitted inside the Pavilion building or the immediate vicinity. The committee decided the Pavilion should not be used for evening celebration events. A line should be added to the Cleaning section about being charged for a professional clean if the Pavilion was not left in a good state. It should be the same wording as in previous hire agreements for the old Pavilion. It was **AGREED** the Pavilion Hire Agreement should be passed to FERM for approval and whether legal advice should be sought due to it being a risk management issue.

It was **AGREED** that Company 1 should be appointed as the cleaning contractors, although the terms of appointment need to be discussed and some flexibility initially until we know how busy the Pavilion will be and how often it will need cleaning. A daily clean for the external toilet and a weekly clean for the Pavilion is proposed initially.

It was **AGREED** the bookings would be taking manually via the office initially, with a separate calendar on the website for Pavilion bookings only. The office had received a demo of the booking system used within Scribe but Cllrs felt the initial outlay for the system was not required at this stage but will be reviewed. Initially no deposit will be taken but this is subject to review. Photos of how the kitchen cupboards/chairs/storage area etc should be left at the end of a hire should be put in the Pavilion as a reference point.

Proposed by Cllr Harvey-Smith Seconded by Cllr Taylor

22.47.03 Recreation Ground Play Park

Paper REC(22)47.03, previously distributed was considered. Cllrs would like further information following the meetings with the play equipment companies in terms of the redesign of the space. The office will look at tyre trim trail options and it was **RESOLVED** to have an upper cost limit for moving the slide set at £1k.

Proposed by Cllr Martin Seconded by Cllr Harvey-Smith

22.48 Hall Farm Road

Paper REC(22)48, previously distributed was considered. After some discussion it was **AGREED** that certain mitigations could be explored with regards to the concerns raised by residents of Hall Farm Road in relation to the Jubilee Green.

Cllrs **AGREED** with the proposed approach to the Jubilee Green sign, with wording discouraging dangerous activities for the benefit and safety of other users of the space.

Proposed by Cllr Taylor Seconded by Cllr Darby

22.49 Beresford Drive

Members discussed report REC(22)49, previously distributed. It was **RESOLVED** to wait until after the play park inspection before proceeding with replacing the items noted in the report.

Proposed by Cllr Holmes Seconded by Cllr Harvey-Smith

22.50 Woodland and Trees

22.50.01 Tree Warden Report

Paper REC(22)50.01 previously distributed was received and noted. Members accepted the offer from a resident who has kindly offered potted trees to the Parish Council. Ideally, they would be planted in the

Outstanding Actions from Previous Meetings

Minute Item

22.05.01 Monitor the boggy area near the play park

22.05.01 Keep an eye out for grants available for resurfacing the tennis courts – look at resurfacing in 3-5 years

22.09.02 and **22.23** Clerk to contact Cllr Nicoll regarding locality budget for Footpath 22 – move to FY22/23

22.18.01 Bring MUGA project to Recreation meeting in September 2022

22.45 Office to investigate if any changes can be made to the Jubilee Green basketball equipment

22.47.01 Asst Clerk to liaise with SWT for further event this year

22.47.02 Pavilion Hire charges to be circulated to Full Council by email. Hire agreement to be updated and approved by FERM

22.47.03 Asst Clerk to report on improvements to the Play Equipment/Play Park at the Melton Recreation Ground at Recreation Meeting in September 2022

22.48 Office to create wording for Jubilee Green sign and brought back to Recreation in September 2022

22.49 Asst Clerk to report on the Beresford Drive Play Park at Recreation Meeting in September 2022

22.50.01 Donated trees to be accepted and a memorial plaque installed

22.53 Bring Melton Primary School Project play equipment suggestions to Recreation meeting in September 2022