

PAPWORTH EVERARD PARISH COUNCIL

Papworth Village Hall, Ermine Street South, Papworth Everard, CB23 3RD

AMENITIES and PLAYING FIELDS COMMITTEES

Minutes of the Amenities and Playing Fields Committee Meeting
held in the Seminar Room, Papworth Village Hall
on Wednesday 20 March 2019 at 7.30pm

- Present:** Mark Honeywood, Chairman (MLH), Paul Phillips (PP), Pete Cruse (PC), Adam Honeywood (AH)
- In attendance:** Sarah Cruse SLC (Clerk), Paul Broadbridge (PB)
- AMPF 17/03-19** **Apologies for absence**
Apologies were received and accepted from Chris Howlett (CH), Victoria Carter (VC) and Steve Welburn (SW)
- AMPF 18/03-19** **Declarations of pecuniary or other interest - None declared**
- AMPF 19/03-19** **To confirm and approve the minutes of the Amenities and Playing Fields Committee meeting held 16 January 2019**
It was resolved to accept the minutes as being a true record of the Amenities & Playing Fields Committee meeting held on 16 January 2019
(Proposed AH, Seconded PC)
- AMPF 20/03-19** **To receive a report from the Tennis Club**
No representative from the Tennis Club was in attendance however SW had advised in advance that there was nothing to update.
- AMPF 21/03-19** **To receive a report from the Football Club**
The First Team have their last game of the season on 23 March. The Reserves have 2 more games. MLH thanked the Parish Council for all the work done to maintain the pitches this season.
- AMPF 22/03-19** **To receive a report from the Bowls Club**
No representative from the Bowls Club was in attendance
- AMPF 23/03-19** **To receive a report from the Cricket Club**
PB advised that the Cricket Club is starting its preparations for the coming season. They will play in the same division as last year (Division 5) although there are fewer teams in the league this years with a total of 14 games, 7 home and 7 away. A lot of work is required to prepare the cricket square for the coming season which commences at the end of April.
- AMPF 24/03-19** **To review the current Actions List**
All action points had received attention, are ongoing or appear further in the agenda for discussion (see Action List for updates)
- A quote received from Elm Leisure for replacement of the UV filter and pump at the pool pump house was reviewed.
It was resolved to accept the quote of £ £1027.99 +VAT
(Proposed MLH, Seconded PP, Agreed All)
- AMPF 25/03-19** **Cemetery Matters**
The burial of John W Clarke will take place on 21 March 2019
The Clerk has spoken over the telephone with Nick Brown who will be taking on the role of Cemetery Caretaker. Nick will meet with the Clerk in the coming weeks to run through the job specification.

- AMPF 26/03-19** **Matters arising or carried forward from the last meeting**
 PP will speak with Peter Tidnam regarding the amount of rubbish vs dog waste put in the bin at the Youth Shelter.
 Children are using the bin to climb up on the roof of the shelter. If necessary the bin is to be moved on to a post away from the shelter.
- AMPF 27/03-19** **Play Area Inspection Report**
 To receive a report following the ongoing weekly inspections
 No issues with the equipment to report.
 The sunken block work by the pump house needs to be lifted, filled and re-laid.
SLC to speak with Royal Maintenance to get this done.
- AMPF 28/03-19** **To consider quotes TIMQ13971 and TIMQ13903 for remedial works to the play area equipment following the latest quarterly inspection by Timberplay.**
 It was resolved to accept quote TIMQ13971 at a cost of £1535.10 + VAT and TIMQ13903 at a cost of £1274.00 + VAT for remedial work to the play equipment.
 (Proposed PP, Seconded AH, Agreed All)
- Discussions were had regarding the future replacement of the Trim Trail.
The Clerk will look into options and costs.
- AMPF 29/03-19** **To resolve to renew the Quarterly Inspection 2019/20 contract with Timberplay at a cost of £1580.00 + VAT**
 It was resolved to accept the Timberplay quote for the Quarterly Inspection contract 2019/20 at a cost of £1580.00 + VAT
 (Proposed MLH, Seconded PP, Agreed All)
- AMPF 30/03-19** **To review the tender submissions received for the Grass Cutting contract for 2019- 2021 and resolve to accept the most appropriate quote**
 The tender submissions received were reviewed. The Village Hall Committee have recommended acceptance of the quote from CGM Ltd as the most cost effective option for the Village Hall car park maintenance.
 It was resolved to accept the tender submission from The CGM Group Ltd at the total annual cost of £6450 + VAT (Play Area & Cemetery) and £780.00 + VAT (VH grounds) This represents a saving of £1570 per annum.
 (Proposed AH, Seconded PC, Agreed All)
- AMPF 31/03-19** **To consider a request from the Bowls Club for additional grass fertilizer treatment at a cost of £120.00 + VAT**
 It was resolved to cover the cost of an additional fertilizer treatment of the Bowls Green at a cost of £120.00 + VAT
 (Proposed PP, Seconded AH, Agreed All)
- AMPF 32/03-19** **To agree upon a location for the planting of a replacement tree – following an updated suggestion from the County Highways Department**
 It was resolved to accept the suggestion from the County Council's Highways Dept, to have a Silver Birch tree planted in the 'roundabout' on Pendragon Hill
 (Proposed PC, Seconded MLH, Agreed All)
- AMPF 33/03-19** **To look at options for access for the mower on/off the playing field**
 Access for the mower on/off the playing field is required at the top of the field at Baron's Way as access is not possible via Rocky's car park.
The Clerk will price up collapsible bollards and installation costs.
The Clerk will check whether the mower will need to be made road legal, registered and insured to travel across the public footpath. PP to confirm the make/model of mower.
- AMPF 34/03-19** **To discuss requirements for the refurbishment and repair of the Cricket Score Box**
 The current cricket score box is not water tight and requires repairs to the roof.
The Clerk will obtain quotes to have the building made watertight and secure to enable it to be used for storage.

AMPF 35/03-19 To consider a request from the Allotments Association to allow poly-tunnels on the Allotments

The meeting considered the request made by the Allotments Association. *The Clerk will contact the Varrier-Jones Foundation to ascertain whether this request would be acceptable and to confirm whether there would be any costs incurred to have this incorporated into the existing lease.*

It was agreed that Allotments Association would have to bear any costs incurred.

AMPF 36/03-19 Matters for future consideration

Paddling Pool – repairs

Provision of toilets at the Play Area during the summer.

AMPF 37/03-19 Date of next meeting

Wednesday 15 May 2019 at 7.30pm

The meeting closed at 8.25pm

Signed:

Date: