

NAILSWORTH TOWN COUNCIL  
**RECREATION & AMENITIES COMMITTEE**  
 Minutes of a meeting held on 3 June 2014

Present		Cllr S E Thorpe (chairman) Cllr N Dart Cllr S M Reed Cllr M P Robinson Cllr M M Rahman
In attendance	*	Cllr N I Kay
Present for part of the meeting		Minchinhampton Youth FC representatives: Callum (captain), Josh (coach), Aaron (vice chair), Ashley (manager)
Apologies		Cllr S Robinson
	*	denotes absence from part of the meeting

Cllr Thorpe pointed out that she and the Clerk had spent 5 hours preparing for tonight's meeting owing to the great deal of outstanding business which needed to be picked up, and this explained the detailed agenda. Cllr Thorpe hoped to make as many decisions as possible before presenting these and other recommendations to full council.

## **TOWN HALL**

### **Front ground floor windows**

Following vandalism to the windows, especially in the ladies toilet and by the post box, quotes had been obtained for their repair; the insurers (excess of £250) required 2 quotes and would make the final decision. The Mayor drew attention to the fact that the two bidders were closely connected, if not actually the same company.

### **Main hall floor**

Boardwalk Flooring had quoted £3180 with 3 coats of sealant, but recommended 4 coats at £3460. The company had done a good job previously on the LG floor, although the main hall was in much worse condition than first thought and would need some repair work to the floor boards. The Clerk confirmed that sufficient funds were in the budget.

### **Kitchen roof parapet**

The repair to the leaking roof was approved.

### **Security gate at bottom of stairs**

The current sliding gate was antiquated, awkward (and dangerous) with the metal runner bar having to be put in and out on the bottom step, and the lock was failing. Following discussion, it was decided replacement with a roller shutter operated with a keypad was the preferable option. The Clerk had been assured that the shutter could also be manually operated, and would ask for a photograph.

## **KGV FIELD**

### **Request to hire**

4 representatives from the Minchinhampton FC Youth Team attended the meeting to follow up on their request to use the KGV field and changing rooms for approx.12 Saturday afternoon matches between September 2014 and April 2015. Callum gave some background to the u.18s team working its way up the leagues and assured the meeting that the players were all local, well behaved and would treat the facilities with respect. The young people were also offering to repaint

the inside of the changing rooms over the summer at their own expense. The Clerk had already mentioned on the telephone to Dean that there had been an error in the original hire fee quoted, which would be £37+vat per session, which the representatives confirmed was acceptable.

Cllrs were very pleased to approve the booking and delighted with the painting offer, which would be arranged with the Clerk/Town Groundsman. It was later agreed that NTC should offer help with the provision of paint and/or equipment, and the Town Groundsman would be asked to assist if appropriate.

### **Farmers Market Survey**

The Clerk reminded Cllr Kay that he and Cllr Duckworth had undertaken to complete the survey on behalf of NTC before the end of May and Cllr Kay confirmed that he would hasten to do so and submit the form directly to the respondent.

\* Cllr Kay left the meeting.

### **TH Gents & Disabled ground floor toilet renovation**

Cllr S Robinson was pursuing this project with the Mayor and was awaiting a scheme from architect Keith Angus. It was estimated the job would cost about £22k with £10k already set aside in this year's budget, and the second half to be earmarked in the next. **Action: Cllr S Robinson and Cllr M Robinson**

### **MORTIMER ROOM**

#### **Repair of roof parapet over kitchen**

Mr Merrett had suggested that the simplest option would be to cast 2 new coping stones to replace the corroded ones causing the leak, and his quote for £387 was approved.

#### **Improvements to path from Brutons Yard to Hanover Housing**

Only Peter Rushton had responded to the 3 requests for quotes sent out on 18 March to make the path safer for pedestrians, especially in bad weather. It was decided to accept his quote of £2304+vat. The Clerk believed there were sufficient funds within the various MR budgets but would check previous minutes to see from which it had been decided to pay for this work.

#### **Fascia board entrance to Library**

The Clerk confirmed that the building belonged to the Library and she would write and ask them to renovate the fascia board. She commented that she had heard nothing further about the proposed roof work on the Library which was to include a free survey of the MR roof at the same time.

**Action: Clerk**

### **MILES MARLING FIELD**

#### **Negotiation of new lease**

Both SDC and NTC had overlooked the fact that the lease for the lower half of the field (the top half belongs to NTC) had expired in 2009. There were new solicitors on both sides and SDC had put forward a revised lease to run until 2018, which excluded the Landlord & Tenant Act clause, meaning there was no automatic obligation to renew the lease at its next expiry. This should make for lower costs but with the risk that SDC could reclaim possession in 2018, but both sides being public bodies, it was considered not to be a serious problem.

The rent was increasing from £65 to £100, and the Clerk hoped this would be from the date of signing the new lease and not backdated to 2009. When the renewal process was started in 2012, NTC had agreed to pay SDC's legal fees of approx £250, but it appeared that further amounts had been added on, including a survey which Cllrs felt was quite unnecessary; the Clerk would seek to clarify the charges, which might be reduced if NTC did not require any significant changes to the

new draft lease. The Clerk was authorised to sign the declaration to exclude the lease from the Landlord & Tenant Act on behalf of NTC.

### **Grass cutting contract**

Cllr Thorpe commented that a large swathe of grass near the youth shelter was no longer being cut and the Clerk was asked to take up the matter with the contractor TW Hawkins.

### **Upgrading equipment**

The recent ROSPA inspection reported that fixings on the **BMX ramps** were loose and had been rated 'high risk'. The ramps were installed by SDC some 10 years ago and Youth Worker Tracy had been asked to consult the town's youth to see if they were still popular, as it might be preferable to remove them altogether, which would incur some cost, but currently the Town Groundsman had to devote considerable time to strimming around them. Cllr Thorpe suggested it would be good to remove **graffiti on the youth shelter**.

Prompted by a request from the Youth Club, Cllr Thorpe wished to recommend the Council adopt a project to create an **outdoor gym** in MM field, with perhaps 6 pieces of equipment providing a varied exercise circuit. This type of installation was very popular at the moment, designed for 13+ to adult age group and fitted with the country's general drive to improve fitness. There was already £6k set aside, with £2500 in a designated fund for MM equipment. County Cllr Binns had £40k of GCC Active Together monies to be distributed over the next 2 years, and a bid could be made for Lottery funding. Cllr Thorpe had consulted 2 suppliers: Hag's and Fresh Air Fitness, and had admired finished installations in Crudwell and Kings Stanley. NHP were very supportive, as was the Glos Playing Fields Association.

Although NTC was now in active discussion with the Diocese for a MUGA on school grounds, there was still the need for an open access recreational area for youngsters, and Cllr S Robinson was exploring the possibility of creating a **goal and basketball hardstanding**, possibly incorporating a **new youth shelter** to replace the existing one. Cllr Thorpe suggested the Men's Shed be approached to create a **graffiti wall** as part of the installation. Cllr Thorpe added that she had already obtained 2 quotes with a 3<sup>rd</sup> awaited, and had received letters of support.

**Action: Cllrs Dart, S Robinson, Thorpe and Youth Worker**

### **Childrens play areas**

ROSPA's recent inspection of the 3 main play areas had flagged up split wooden posts on the trim trail at Shortwood. The Clerk pointed out that this was mentioned every year and was a natural feature of wooden structures. The Town Groundsman had been asked to fill the cracks with expanding filler.

The play area at KGV received favourable comments with a 'high standard of provision and excellent work carried out by the owner'. The barrier at the top of the ¼ skateboard pipe was deemed 6cm below the minimum safety height of 1m20, with the comment that this 'should be monitored and checked with the manufacturer'. The Clerk commented that the manufacturer had probably gone out of business and had not in any case done a good job. It was doubted that an additional 6cm would make any significant difference to safety. Cllr Reed agreed to provide the contact details of a local metalworker to establish the feasibility and cost of attaching an extension rail to the barrier.

### **Gym equipment**

A second outdoor gym at KGV field near the tennis courts could be considered when monies from the Vicarage 106 agreement were finally received.

### **Extension field drainage**

A quote to install field drainage had been obtained for £13,892.55 although this could increase depending on soil conditions discovered. This could only be done with the landowner's agreement as drainage would have to go through the field on the far side which was already water logged. The Mayor suggested approaching Mr Smith about draining this piece of land and broaching the

possibility of a joint drainage effort, although it was noted NTC had no money to put towards such a scheme at this time.

**Action: Cllr M Robinson**

**Suitability for allotments**

The only expression of interest to use the extension field had been from Go Grow some years ago to create allotments, although this had since been withdrawn. A lot of time had been spent in exploring the idea to discover that, as it was made up land, a contamination survey would be required which would involve at least 3 bore holes per planned allotment. Mr Smith had already indicated that he would not approve any use for the field other than the sporting and recreational purposes agreed under the terms of the lease. It was agreed that the land was not suitable for allotments.

**Replacement of changing room roof**

Cllr S Robinson was in consultation with architect Keith Angus to propose a renovation scheme for the roof. It was acknowledged that the changing rooms were fairly basic but served their purpose for low cost non professional players. **Action: Cllr S Robinson**

**Review hire charge for KGV pavilion and adjust hire charge for football pitch**

The base price for calculation of the new hire charges had been incorrect and the figures were corrected to the following amounts

	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>
<b>KGV Football Pitch</b>	+vat	+vat	+vat
adult matches	36.00	36.00	37.00
adult training	15.00	16.00	16.50
juniors	16.00	17.00	17.50
<b>Tennis Courts</b> per court/hour	vat included	vat included	vat included
adults	4.50	4.50	5.00
juniors	2.20	2.20	2.50
<b>Pavilion</b>		vat included 15.00	vat included 15.50

**Glos Playing Fields Association**

The Clerk had replied that NTC would like to take up the offer of a free survey and Cllr Thorpe had already had a discussion with the representative about MM field.

Cllr Thorpe closed the meeting with the hope that by the end of next year, all the council's premises would have been renovated and brought up to good condition.

.....  
Date

.....  
Chairman

**RECOMMENDATIONS & RESOLUTIONS FOR RATIFICATION BY FULL COUNCIL**

RESOLVED that the Clerk would make an insurance claim for the **TH window repairs**, putting forward the two quotations received of £475+vat from Percy Blackwell and £595+vat from Turnkey Construction.

- RESOLVED Cllr Thorpe proposed to unanimous agreement that Boardwalk Flooring be asked to undertake **renovation of the TH main hall floor** with 4 coats of sealant at a cost of £3460+vat.
- RESOLVED That the quote of £349+vat to **repair the leaking TH kitchen roof** be approved, in the knowledge that additional costs to renew the kitchen decoration would be forthcoming.
- RESOLVED That the **security gate at the bottom of the TH stairs be replaced** with a roller shutter and keypad at a cost of £1005 (including vat) with a battery operated backup for an additional £100.
- RESOLVED That Pete Merrett's quote of £387 be approved for **replacement of 2 corroded roof coping stones causing a leak in the MR kitchen**.
- RESOLVED To accept Peter Rushton's quote of £2304+vat to **improve the safety of the path from Brutons yard up to Hanover Housing**.
- RESOLVED That NTC start a **project to improve facilities in MM field** with the installation of an outdoor gym and goal/basketball/youth shelter complex, and prepare a proposal to put to County Cllr Binns for funding from the £40k GCC Active Together grant.