

NAILSWORTH TOWN COUNCIL
RECREATION & AMENITIES COMMITTEE
 Minutes of a meeting held on 2 December 2014

Present	Cllr SE Thorpe (chair) Cllr MP Robinson Cllr S Robinson Cllr N Dart Cllr MM Rahman
In attendance	Cllr NI Kay Cllr SM Reed

It was unanimously agreed to co-opt Cllrs Kay and Reed onto the Committee for the meeting.

DECLARATIONS OF INTEREST

There were no declarations of interest.

TOWN HALL

Cllrs Thorpe reported that she and Cllr S Robinson had recently carried out an inspection of the **Town Hall kitchen** and concluded that it would benefit from deep cleaning and redecoration. The Clerk confirmed that Mr Peter Merrett, who had recently repaired the ceiling, had been asked to redecorate the kitchen ceiling once the plaster had dried out. After discussion, the Clerk was asked to **seek quotations for deep cleaning and the redecoration of the kitchen walls** (not paintwork). Cllr Thorpe suggested that much of the crockery in the kitchen was past its best and should be replaced. The Clerk indicated that some spare crockery was available and it was agreed that she would liaise with Cllr Thorpe to investigate.

A draft specification for the **refurbishment of the ground floor gents' and disabled toilets**, previously circulated to all councillors, was discussed. Some queries were raised regarding details of the specification, including issues relating to heating, hand-driers and ventilation. The Clerk pointed out that the cleaner's cupboard was very small and would require shelving if a sink were to be installed. It was noted that the toilet contained the downpipe for the first floor utility room. Cllr Thorpe drew attention to the uneven exterior pathway and Cllr M Robinson confirmed that due to the extensive drainage works, the proposals included the re-surfacing of the whole area. The Mayor and Cllr S Robinson undertook to meet with the architect to discuss the above matters and to finalise details of the drawings. Three tenders would be sought once the specification had been approved, with the work planned for July-August 2015.

MORTIMER ROOM

Cllr Thorpe reported that she had inspected the kitchen in the Mortimer Room and felt that, though the units and decoration were adequate, a range of small repairs and improvements was necessary to bring it up to standard. She suggested that the toilet would benefit from the installation of a baby changing unit and a fixed mirror to replace the existing free standing one. Cllr Thorpe had also noted a low flow from the washbasin tap and the Clerk was asked to investigate. The Clerk advised that there were probably sufficient funds in the existing Mortimer Room budget to cover most of the small items being suggested.

After discussion, the Clerk was asked to seek quotations for the following:

- replacement of tiles to the splashback in the kitchen
- repair to broken edge of kitchen work surface
- re-varnishing wood trim on kitchen cupboards

- re-securing collapsible table in kitchen to the wall
- installation of fixed mirror in toilet
- installation of a baby changing unit

HAZELWOOD BUNGALOW

The Clerk confirmed that the installation of the new heating system in Hazelwood Bungalow was scheduled for completion before Christmas.

KGV PLAYING FIELD

Cllr Thorpe reported that the exterior of the KGV changing rooms was much improved as a result of recent repairs and redecoration. However, on inspecting the interior she had concluded that several repairs and improvements were necessary to bring the changing rooms up to a good basic standard. These included the provision of new electric heaters and replacement of the pendant lighting with sealed ceiling units, together with deep cleaning and a new sink/cupboard units in the kitchen. She wondered if the broken external light was repairable and noted that the door to the electricity meter cabinet was broken. The Clerk advised that it had so far proved impossible to source a replacement door when the new smart meter had been installed but that she would continue to investigate this.

In discussion, Cllr M Robinson expressed the view that the changing rooms were, on the whole, adequate for the level of football being played. He felt that hirers would be unwilling to pay increased fees for the pitches and questioned the wisdom of the Council spending a significant sum on improvements. However, Cllr Thorpe felt that the improvements she was suggesting could make the building suitable for general community use, which could be important if the Council agreed to lease the Pavilion to a single hirer.

The Clerk confirmed that the current budget for the changing rooms stood at £1,070, some of which would have to be used for the current repair work to the ceiling.

After further discussion, it was **agreed** that a sum of £3,000 be placed in the 2015/16 budget for internal improvements to the KGV changing rooms.

Cllrs M Robinson, Thorpe and Duckworth, together with the Clerk had recently met with Mr Liam Kilyon at the **KGV Pavilion** to discuss the latter's interest in renting the Pavilion for exclusive use for his fitness enterprise. Mr Kilyon had stated that he would wish to raise the ceiling and install a shower. The limitations of the building had been discussed but Mr Kilyon had indicated that he was keen to proceed subject to survey.

The Clerk advised that, as the building had been acquired on the basis that it would be available for community use and was situated on the KGV field it would be necessary to gain consent from the National Playing Fields Association (NPFA) prior to granting exclusive use to Mr Kilyon. It was understood that the applicant had offered to run nutrition courses at a reduced rate for Nailsworth residents. The Clerk confirmed that there had only been one community booking for the Pavilion in the past year.

After discussion it was **agreed** to recommend that the Council enter negotiations with Mr Kilyon and his business partner Mr Doug Pickering regarding a possible three year lease for exclusive use of the Pavilion, with the tenant to be responsible for all repairs and also for NTC's legal costs for the preparation of the lease agreement, up to a fixed amount to be determined. In the meantime the Clerk would write to NPFA requesting permission to change the function of the building.

The Clerk suggested that in order to minimise disturbance to nearby residents it might be advisable to consider time limitations on the use of the building in the evenings and on Sundays.

Cllr Thorpe reported that the new **outdoor gym equipment** was due to be installed in the KGV field during December. She indicated that she would be bringing a costed proposal for one additional piece of equipment and picnic tables to the Committee in due course.

Unfortunately there was evidence that the level of dog mess on the field was increasing. The Mayor agreed to consider mentioning the matter in one of his future columns in Nailsworth News.

TOWN GARDENING UPDATE

The Committee had put in a budget request for £4000 for a **part time gardener** for the town centre. It was **agreed** that Cllrs Thorpe, Reed and S Robinson would liaise to draw up a suitable job specification for the post, to focus on the Mortimer, Clock Tower and Market Street Gardens. It was suggested that the post could be advertised in Nailsworth News.

Cllr S Robinson advised that SDC's contract with Veolia would cease at the end of March 2016 and that the new contractor would be taking over all that company's existing duties in the district. Cllr Thorpe noted that NTC currently had a number of different contracts with various contractors and suggested that these should be reviewed at a subsequent meeting of the Committee.

REQUEST FOR MEMORIAL BENCH IN COSSACK SQUARE

The Clerk read out a letter from Mrs Claire Uzzell, proprietor of Claire Frances hair salon, requesting permission to place a bench in Cossack Square in memory of one of her employees, Jinny-Mae Cook, who had tragically been killed in a road accident. Councillors were sympathetic to the request but as there were already two benches at the proposed location they were unsure if there was sufficient room for a third. It was suggested that a tree or planter might be an acceptable alternative. The Mayor and Cllr Thorpe undertook to meet with Mrs Uzzell to discuss the matter further and report back.

MILES MARLING FIELD

Cllr Thorpe reported that the contractor had cleared the brambles and flailed the field edges. This had proved to be very effective in opening up the field and it was **agreed** that flailing would be undertaken annually from now on. Work to the trees was scheduled for January 2015. The new outdoor gym equipment was due to be installed in December and Cllr Dart agreed to supply a date for removal of the redundant BMX ramps and humps as soon as practicable.

The Clerk confirmed that she had written to SDC with NTC's request to purchase the lower half of the Miles Marling field and had received an acknowledgement. In the meantime the Council was continuing to pursue the renewal of the lease for the top half of the field and the Clerk read out a letter from the Council's solicitors. After discussion, it was **agreed to recommend that the lease on the field be renewed at an annual rent of £100.**

Cllr Thorpe reported that she had recently visited the Miles Marling field with Ms Katherine Kearns, a local resident who worked for South Gloucestershire Council as a play specialist. Ms Kearns had offered advice on ways in which the MM field could be developed as a area which would be attractive to all ages. Cllr Thorpe suggested that an illustrated display could be organised at the Arkell Community Centre as part of a consultation exercise in February

2014 and she hoped that Forest Green Residents' Association would wish to be fully involved with this.

Cllr Thorpe was warmly thanked by her fellow councillors for her considerable efforts in improving the facilities in both the Miles Marling and the KGV fields.

MUGA UPDATE

Cllr Thorpe reported that the Council had instructed Mr Peter Downing to draw up a heads of terms agreement for a lease on the land for the proposed MUGA with the Diocese's surveyors and initial negotiations had begun. Cllr M Robinson undertook to brief the new vicar, Reverend Mike Smith, on the MUGA lease negotiations.

Discussion ensued regarding a recent consultation exercise on the siting of the MUGA carried out by Forest Green Residents' Association (FGRA). The Clerk confirmed that NTC had yet to receive any indication of the results of this consultation. Some councillors felt that as FGRA's questionnaire to local residents contained factual inaccuracies the results could not be accepted as valid.

After further discussion, councillors re-affirmed NTC's previously stated intention (which had not been made clear on FGRA's consultation document) to include some free MUGA sessions, under appropriate supervision, for local residents. Cllr S Robinson stated that he wished to make it plain that NTC had listened to the views of residents and that the decision as to the location of the MUGA had now been made, subject to negotiation with the Diocese. He hoped that FGRA would work constructively with NTC on the enhancement of the Miles Marling field and its input would be welcomed.

It was **agreed** that the Mayor and Cllr Thorpe would liaise to draft a letter to FGRA, to be signed by the Mayor, explaining that NTC had listened to the organisation's concerns but now considered the matter of the MUGA's location concluded.

Councillors expressed disappointment that there appeared to have been no progress regarding the determination of Forest Green Rovers FC's appeal in February 2014 against SDC's decision that the Club should honour its Section 106 obligation to provide community facilities at Forest Green. The Clerk was asked to write to Eric Pickles, Secretary of State for Communities and Local Government to request an update on the situation.

NAILSWORTH RECREATION CENTRE: DRAFT AGREEMENT WITH NAILSWORTH PRIMARY SCHOOL

Mr Ian Crawley had produced a draft agreement between Nailsworth Primary School and NTC for the use of Nailsworth Recreation Centre (NRC) outside extended school hours, which had been circulated to all councillors. Members agreed that the draft was acceptable and to recommend adoption to full council. The agreement included provision for a Management Committee with NTC representation to meet annually to review the Agreement and it was agreed that the Chair of the Recreation and Amenities plus one other councillor should attend these meetings. Cllr Thorpe was thanked for her efforts earlier in the year in negotiating with the school to enable this agreement to be reached for the benefit of Nailsworth.

POSSIBLE DEVELOPMENT OF ASSET MANAGEMENT STRATEGY

Cllr Thorpe reported that there had been a suggestion that the Council should consider developing an asset management strategy as a basis for critical inspection and ongoing planned maintenance of NTC's property and open spaces. Cllr Thorpe had obtained an ACRE

document on the maintenance and development of village halls which suggested that councils might wish to seek professional help for this type of task. She had also drawn up a list of the assets under the control of the Recreation and Amenities Committee with recommendations for maintenance and development which had fed into the budget setting process.

In discussion, councillors felt that the development of an asset management strategy could be a costly and time consuming procedure and were not convinced that a formal strategy produced by an outside body was necessary. The Clerk pointed out that such a strategy could only be indicative and confirmed that records were routinely kept of the Council's assets and maintenance records.

After further discussion it was agreed not to pursue a formal asset management strategy but to build on the list of assets already being developed by the Committee.

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Chair

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Date

RECOMMENDATIONS FOR RATIFICATION BY FULL COUNCIL

RECOMMENDED that the Council enter negotiations with Mr Kilyon and his business partner Mr Pickering regarding a possible three year lease for exclusive use of the Pavilion, with the tenant to be responsible for all repairs and also for NTC's legal costs for the preparation of the lease agreement, up to a fixed amount to be determined. In the meantime the Clerk would write to NFPA requesting permission to change the function of the building.

RECOMMENDED that the lease with SDC for the bottom half of the Miles Marling field be renewed at an annual rent of £100.

RECOMMENDED to adopt and sign the draft agreement with Nailsworth Primary School for the use of the Nailsworth Recreation Centre outside extended school hours.