

Loughton & Great Holm Parish Council

Loughton Sports Ground Committee

Minutes of the meeting held on Sunday 8th February 2015 10:30am at the Loughton Sports & Social Club Pavilion, Linceslade Grove, Loughton, Milton Keynes

Present: Cllrs Peter Todd (Chair), Sandra Boland (Vice-Chair)

Also present: Brian Barton (Parish Clerk)

In attendance: Neil Cairns (Secretary of the Loughton Sports and Social Club Management Committee), Simon Kirkman (Member of the Loughton Sports and Social Club Management Committee), David Perry (Member of the Loughton Sports and Social Club Management Committee).

LG 10/15 Apologies:

Received from Tom McCreadie (Treasurer of the Loughton Sports and Social Club Management Committee)

NOTED

LG 11/15 Minutes of previous meetings:

LG 05/14 To discuss concerns raised by the Loughton Sports & Social Club regarding the draft lease:

To add "that Mr Simon Kirkman requested that the lease includes as a schedule the Clubs constitution and Mr Neil Cairns was asked to provide a copy"

With the agreed above amendment the Chair signed the minutes of the meeting held on Sunday 6th July 2014 as a true and correct record.

AGREED

LG 12/15 Matters arising from the Minutes of the previous meeting not on the agenda:

LG 08/14 To discuss the draft architects plans:

Progress on these plans was limited but Cllr Todd said he was minded if re-elected to seek grant funding after the election

RESOLVED

To await the outcome of the election

LG 13/15 Declarations of Interest:

Cllr Peter Todd declared an interest as a member of the Loughton Sports and Social Club.

NOTED

LG 14/15 Finances:

(a) Update on the Loughton Sports & Social Club Finances by the Management Committee

The accounts indicated a £113,000 turn over which is down from last year, and slightly in profit by £54,000, this is before paying the salary of the two (2) bar staff, Mr Cairns will ask the Treasurer for the full staff costs, and have the figures broken down for the next meeting.

Mr Cairns has asked EDF to install a meter as the bills were very large, and has lodged a formal complaint.

The Chair Cllr Peter Todd stated that the financial situation seemed fairly stable. Mr Cairns replied that there are more bookings, and pointed out that a loan had been obtained of £8,000 of which £3,000 has been paid off as the club was in past financial difficulties. Pete Rockell and Neil Cairns had given personal guarantees for this loan – which is a sign of their commitment and confidence. It was noted it was hard to understand some of the admin costs because they are lumped together

RESOLVED

That Mr Cairns will ask the Treasurer for the full staff and admin costs, and have the figures broken down for the next meeting.

(b) Update on the Loughton Sports & Social Club Maintenance Account held and managed by Loughton & Great Holm Parish Council, there is presently £18,087.28p in the Loughton Sports Ground and Pavilion account as of 1st December 2014.

The Chair Cllr Peter Todd thought that it would be useful to have a list of the recent debits and credits on the account since the start

Mr Simon Kirkman asked that the Parish Clerk emails him the invoice from Ian Saunders the Ground Works Contractor.

RESOLVED

That the Parish Clerk emails Mr Simon Kirkman the invoice from Ian Saunders the Ground Works Contractor

The Parish Clerk to produce an account of the balance and debits and credits on the account for next meeting

LG 15/15 To update Members of the Committee on the latest situation regarding the Lease of the sports ground, car park and pavilion from the Parish Council to LSSC Ltd and to secure Milton Keynes Council's consent to the terms thereof:

The Chair Cllr Peter Todd has circulated a copy of the lease to Members of the Committee, Milton Keynes Council has requested a break clause of five (5) years, the lease is excluded from the Landlords and Tenants Act of 1954, Cllr Todd has asked if the break clause could be taken out from the lease, which Milton Keynes Council has now agreed to do so.

The term of the lease will be for a ten (10) year period, Mr Cairns will call a meeting of the Management Committee to formally agree to the terms of the lease, Cllr Todd has appointed a Solicitor to produce the final version of the lease, and send a copy to the Management Committee, who will need to arrange execution of the lease.

RESOLVED

- 1. That Mr Cairns will call a meeting of the Management Committee to formally agree to the terms of the lease, which will be for a ten (10) year period.**
- 2. That the Chair Cllr Peter Todd to instruct the Parish Council's Solicitor to draft up the lease for signature, and these to the Management Committee who will need to arrange execution**

LG 16/15 To agree a programme of repairs to the building and a timetable for completion:

Mr Kirkman informed the Meeting that Bodleys are quoting for the installation of the gate posts, which he will follow up, the installation, should be completed in the next couple of weeks.

Ian Saunders the Contractor has not been able to paint the external timber cladding due to the cold weather, although the repairs to the cladding have taken place.

Due to the installation of a new Sky dish the Perspex panel had been damaged, and so the dish will need to be moved to be able to undertake the repair, Ian Saunders was asked to provide a quote, which came back at a cost of £80.00p, the work will take place shortly.

Quotes had also been sought to repair the roof, some contractors had declined due to the access, Cllr Todd said that he would prefer if the roof was totally retiled than the work done incrementally as the effect would be more ascetically pleasing, Mr Kirkman said that the quotes that he had received to repair both sides of the roof ranged from £23,400 plus VAT to £19,628, and read each quote out, it was suggested that £10,000 could be paid by the Parish Council and £10,000 from the Loughton Sports & Social Club maintenance fund, Cllr Todd will look into applying for a WREN Grant, a third quote will need to be sourced.

RESOLVED

- 1. That the Chair Cllr Peter Todd will look into applying for a WREN Grant towards costs of the repair to the roof.**
- 2. That Mr Simon Kirkman to source a third quote for the repair to the roof.**

LG 17/15 To discuss the future maintenance programme for the Loughton Sports Ground:

The Meeting was informed that Sports Ground Services, who have been appointed to cut the grass at the sports ground, have not increased their rates from last year.

Mr Cairns said that Sports Ground Services have advised not to allow the use of the football pitch due to an area that is in a muddy condition, for a while to allow the grass to grow back.

Sports Ground Services are undertaking the ground works for the Cricket Pitch, the area is currently fenced off.

It was agreed that the Parish Council will pay for the grass cutting and the ground work to the Cricket pitch, and the Loughton Sports and Social Club to pay for the pitch marking.

LG 18/15 To discuss the terms of reference and functions of the Loughton Sports Ground Committee and the frequency of meetings:

The Meeting agreed the Terms of Reference, and further agreed that the Committee should meet once a month at 10:00am.

AGREED

LG 19/15 The Loughton Sports & Social Club Constitution:

Cllr Andy Dransfield had raised a query at a meeting of the Parish Council regarding whether an amendment of the constitution of the Loughton Sports & Social Club Management Committee requires approval of the Parish Council.

Mr Cairns said that the Management Committee cannot change the constitution without calling an extra ordinary general meeting of the members, or at the annual general meeting, this was read out from a copy of the constitution that Mr Cairns had dated March 2013, the Chairman Cllr Peter Todd was not aware of this in the copy of the constitution that he has, Mr Cairns further added that as a courtesy the Parish Council would be contacted of any changes, Cllr Todd said that he would further look through the copy of the constitution that he had to check the wording and get back to Mr Cairns.

RESOLVED

That Cllr Peter Todd said that he would further look through the copy of the constitution that he has to check the wording and get back to Mr Cairns.

LG 20/15 Date and time of the next meeting:

Sunday 8th March 2015, 10:00am at the Loughton Sports & Social Club Pavilion, Linceslade Grove, Loughton, Milton Keynes.

THE CHAIRMAN CLOSED THE MEETING AT 12:30PM

Signed _____ Chair Date _____