

**Loughton & Great Holm Parish Council**

**Loughton Sports Ground**

**Minutes of the meeting held on Sunday 15<sup>th</sup> March 2015, 10:00am 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), Tom McCreadie (Treasurer of the Loughton Sports and Social Club Management Committee), Peter Rockell (Chair of the Loughton Sports and Social Club Management Committee).

**LG 10/15 Apologies:**

There were no apologies given.

**NOTED**

**LG 22/15 Minutes of previous meetings:**

The minutes of the meeting held on Sunday 8th February 2015, were approved signed by the Chair as a true and correct record.

**AGREED**

**LG 23/15 Matters arising from the Minutes of the previous meeting not on the agenda:**

There were no matters arising from the minutes.

**NOTED**

**LG 24/15 Declarations of Interest:**

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

**NOTED**

**LG 25/15 Finances:**

(a) Update on the Loughton Sports & Social Club on the full breakdown of the staff costs by the Management Committee

As Neil Cairns was not in attendance this agenda item could not be dealt with and would be deferred to the next meeting, Tom McCreadie as the Treasurer of the Management Committee said that he would provide a full breakdown for the next meeting.

**RESOLVED**

**That Tom McCreadie Treasurer of the Loughton Sports and Social Club Management Committee to provide a full breakdown of the staff costs for the next meeting.**

(b) Parish Clerk to provide a written report/account of the balance of the hypothecated Parish Council fund and list of debits and credits on the account since the acquisition of the freehold

The Parish Clerk provided a list of accounts for the meeting with balances, showing the items of expenditure, along with the income from the rents paid by the Loughton Sports & Social Club Management Committee.

A cheque will be raised for approval at the next Parish Council meeting for £9,455.56p to be transferred into the maintenance fund account, as the contribution on items that have been agreed and paid for by the Parish Council.

**AGREED**

**LG 26/15 To update Members of the Committee on the latest situation regarding the arrangements for the execution of the Lease of the sports ground, car park and pavilion from the Parish Council to the Loughton Sports & Social Club Ltd:**

Cllr Peter Todd informed the meeting that one part of the lease will be signed by two (2) members of the Parish Council, the counterpart needs to be signed by the Secretary and one (1) Director of the Loughton Sports & Social Club Ltd. the Management Committee would also need to use the services of a Solicitor who can administer oaths for the statutory declaration, this document had not been provided by the Parish Council's Solicitor, and so Cllr Todd will chase this matter up, once all completed the documents will be registered with the Land Registry.

**RESOLVED**

**That Cllr Peter Todd to ask the Solicitor to send him a copy of the statutory declaration.**

**LG 27/15 To discuss the possible replacement of the pavilion roof and any other issues re the condition maintenance and repair of the premises:**

Cllr Todd said that at the last Parish Council meeting this matter was discussed, and it was felt that more quotes were needed.

Mr Simon Kirkman has now obtained a third quote which had been emailed to the Parish Clerk. It was supplied by Dex Jolley to replace the whole of the present roof tiles with a slate tile at a total cost of £21,500, which included labour and materials, Mr Kirkman showed the meeting the roof tile samples, Mr Kirkman will also speak to Milton Keynes Council to check if there are any building regulations, that need to be considered as advised by one of the contractors that had a supplied a quote.

All three (3) contractors advised that the whole of the roof would need retiling, Mr Kirkman will check with Mr Jolley the tile specification.

Attendees at the meeting viewed the outside of the building to look at the affected area of the roof where the leak was coming from, Cllr Todd suggested that when the WREN grant application is submitted along with the architect drawings by Adrian Murrow for refurbishment of the building, an application could also be made for the repair to the roof either separately or together. The result of the inspection of the roof was that no damage caused by water penetration was seen. It is possible there is some damage which cannot be seen – for example in the loft space which could not

be easily accessed. It was thought likely that some water ingress was occurring due to the obvious poor state of the existing roof tiles especially on the elevation facing the pitches. However it did not seem to be a situation of emergency and it was considered that it would be worth while holding off while an application for grant funding was submitted, rather than fund all the works now.

Cllr Todd will submit a WREN Grant for the repairs to the roof.

Mr Kirkman said that a Mum and Toddlers Group will be starting to use the building on a Friday, but generally the building is not used during the day.

The contractor has repainted the areas to the outside of the building and cleared out the corner of the sports ground

Mr Pete Rockell said that there will be a pitch inspection to grade the sports ground which will have an impact on the work to the pitch, if Loughton Manor Football Club go up in the South Midlands football league, Mr Kirkman will seek a quote and bring back to the meeting for discussion.

Mr Rockell also said that more of the fencing around the sports ground needs repairing; Mr Kirkman informed the meeting that he had been approached about a canvass banner to advertise match days, which would be fixed on to the fencing, Cllr Todd thought that this would need planning permission.

Mr Kirkman asked if the Parish Council would fund the installation of the dugout area, although a decision could wait until more is known about any works to the pitch for up grading.

**RESOLVED**

**That Mr Simon Kirkman to obtain a quote for any works that are needed for the upgrading of the pitch, and will bring back for discussion at the next meeting.**

**LG 28/15 To discuss and agree the process for the recruitment and appointment of the Parish Council Youth Development Programme Officer and work in partnership with the Loughton Sports & Social Club:**

Cllr Todd informed the meeting that at the moment the Parish Council does not undertake any youth work in the area, and wanted to address this by employing a part time Youth Development Programme Officer.

This post would start up some sporting activities, and use the sports club facilities, as the Parish Council does not have its own premises.

The Youth Development Programme Officer would be managed by the Parish Clerk.

Their remit would include identifying volunteers and setting up teams, the Parish Council would like to get the Loughton Sports & Social Club on board.

Mr Kirkman and Mr Rockell said that LSSC agree to the proposal in principle.

Cllr Todd said it would be an opportunity for more use of the building and the sports facilities, and potential income as the young people who use the sports grounds may also encourage their parents to become members of the social club.

The activities would also run in parallel with the Milton Keynes Play Association open play sessions and not instead of them

Mr Rockell said that the association would need to inform him, when the open play sessions take place, so that the gates can be unlocked to gain access, Cllr Todd agreed that there needs to be more coordination with the social club and will email the dates to the Management Committee members.

Cllr Todd requested that there is a representative from the Management Committee to attend the shortlisting, and to be appointed on to the interview panel, the Parish Council will advertise the post shortly and would hope to appoint in May.

**RESOLVED**

**That LSSC approve the Youth development officer post in principle and are willing to work in partnership with the Parish Council in that respect  
That Cllr Peter Todd to email the dates to the Management Committee members of the Milton Keynes Play Association open play sessions.**

**LG 29/15 To discuss the programme of maintenance and repair of the sports ground and pitches:**

It was agreed that the Parish Council would pay for cutting the grass on the sports ground along with feeding and weeding when the season has finished, and that the Loughton Sports & Social Club Management Committee would pay for the markings, the prices for these works as advised by the present contractor Sports Ground Services will remain the same as last Year.

More repairs are needed to the fencing, and another gate needs to be supplied and fitted, Mr Kirkman agreed to obtain a quote from DW Bodley and Son, and will agree the specification with Mr Rockell.

Mr Rockell informed the meeting that there may be a possibility of obtaining a grant from the Cricket Board, who are funding grass roots cricket, this could be an area of work for the Parish Council Youth Development Programme Officer, there are many Cricket Clubs who use facilities in Stony Stratford, that are oversubscribed, and this could be an opportunity for them to use the cricket pitch at the Loughton Sports Ground, and the local Schools.

**RESOLVED**

**That Mr Simon Kirkman to obtain a quote from DW Bodley and Son for repairs to the fencing, and another gate to be supplied and fitted, and will agree the specification with Mr Rockell.**

**LG 30/15 Date and time of the next meeting:**

Sunday 26<sup>th</sup> April 2015, 10:00am at the at the Loughton Sports & Social Club Pavilion, Lincslade Grove, Loughton, Milton Keynes

**THE CHAIRMAN CLOSED THE MEETING AT 12:10PM**

Signed \_\_\_\_\_ Chair Date \_\_\_\_\_