

Loughton and Great Holm Parish Council

Loughton Sports Ground Committee

Minutes of the meeting held on Sunday 24th May 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)

LG 01/15 Apologies:

Received from Peter Rockell (Chair of the Loughton Sports and Social Club Management Committee)

NOTED

LG 02/15 Minutes of previous meetings:

The minutes of the meeting held on Sunday 26th April 2015, were **AGREED** and signed by the Chair as a true and correct record.

LG 03/15 Matters arising from the Minutes of the previous meeting not on the agenda:

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 committee that the Solicitor had received the documents, and the registered title will take up to three (3) months to be executed.

Cllr Todd has sent to the Management Committee a copy of the title document.

The Loughton & Great Holm Neighbourhood Action Group has been informed that the Management Committee is happy for the bee hotel to be installed on the pavilion building.

Cllr Peter Ballantyne will contact Neil Cairns to agree the position of the Bee Hotel on the building.

LG 35/15 Finances:

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

Mr Cairns was to check the breakdown of the figures relating to the £4,000 spend on equipment owned by the brewery.

Mr Cairns informed the meeting that a new compressor was purchased for the sum of £1,800.

Due to new regulations the CCTV system needed to be upgraded which cost £1,400.

LG 36/15 Review of costs for roof and update on grant application:

Mr Simon Kirkman informed the meeting that he had spoken to Mr Ron Cave regarding the additional weight to the roof, if slate tiles were used and the difference between other roofing materials.

He was informed that the additional weight made very little difference as additional battens could be installed to spread the load of the weight.

LG 37/15 Update on the recruitment and appointment of the Parish Council Youth development programme officer and work in partnership with LSSC:

Cllr Todd said that a shortlisting meeting had recently taken place, and four (4) applicants had been selected for interview, Tash Darling the Lead Youth Work Officer at Woughton Community Council had been advising the Parish Council on this post, and had recommended that two (2) activities should take place a week.

The Parish Clerk will book the Loughton Memorial Hall due to the Pavilion building being unavailable to hold the interviews.

RESOLVED

That the Parish Clerk will book the Loughton Memorial Hall due to the Pavilion building being unavailable to hold the interviews

LG 04/15 Declarations of Interest:

There were declarations of interest

NOTED

LG 05/15 Review of costs for roof and update on grant application:

Mr Simon Kirkman said that there was there was nothing further to report, out of the three (3) quotes provided Mr Ron Cave's seemed to be the most competitive, if the committee was minded to proceed with the slate tiles, then the cost would increase by £2,000 more than the original quote provided.

The Parish Clerk will make a start writing out a WREN application to be considered at a future meeting of the committee.

RESOLVED

That the Parish Clerk to start writing out a draft WREN application to be considered at a future meeting of the committee

LG 06/15 Update on the recruitment and appointment of the Parish Council Youth development programme officer and work in partnership with LSSC:

Cllr Todd envisaged that it would be up to four (4) weeks before the successful candidate would be in post, and enquired how access could be arranged for the pavilion building.

Mr Cairns said that the post holder would have to be trained on how to use the alarm system, and the Management Committee needs to agree that the new appointee can be issued with a set of keys.

Mr Cairns and Mr Tom McCreadie are available to open up and close the building; there is a limited amount of key holders to ensure accountability.

Cllr Todd suggested that the post holder is supervised during their probationary period then reviewed afterwards.

Mr Cairns informed the meeting that he would also need to look into the insurance implications.

RESOLVED

That Mr Neil Cairns to look into the insurance implications of issuing a set of keys to access the Pavilion building, for the newly appointed Parish Youth Development Programme Officer

LG 07/15 To discuss the closing of the footpath and costs for the gate and fencing to expedite:

Cllr Todd felt that this matter needed to be considered at a meeting of the Parish Council.

Cllr Todd was concerned about the area at the back being closed off, and that the resources needed to be improved before considering the expenditure for this work to take place.

It was felt that the diversion of the footpath would upset members of the public; Mr Simon Kirkman suggested a step gate that would stop cyclists speeding on the footpath, but still allow mobility scooters to get through.

Discussion centred on the proposed fencing scheme and areas accessed by members of the public on the pavilion building boundary, and appropriate signage regarding the diversion of the footpath.

It was suggested that with the use of CCTV and motion sensor lighting would help with monitoring public access, Mr Cairns was willing to install the lighting himself.

Mr Kirkman said that he will progress with D.W Bodley to obtain a revised quote with a scheme of fencing needed for the area at the back of the pavilion building.

If the revised quote is received on time then this can be considered at the next Parish Council meeting.

RESOLVED

- 1. That Mr Simon Kirkman to progress with D.W Bodley to obtain a revised quote with a scheme of fencing needed for the area at the back of the pavilion building.**
- 2. That if the revised quote is received on time then this can be considered at the next Parish Council meeting.**

LG 08/15 To discuss maintenance issues regarding the pavilion, car park and sports ground:

Mr Neil Cairns informed the meeting that Loughton School had requested the use of the sports ground in the summer term time.

Mr Cairns had responded to the School that availability would be subject to any maintenance of the sports ground taking place.

Cllr Todd felt that the School should be charged for using the ground, Mr Cairns said that he would go back to the School for more information and would charge accordingly.

NOTED

LG 09/15 To discuss any other outstanding matters relating to the pavilion and sports ground:

Mr Kirkman said that Ian Saunders has finished off the paintwork to the Pavilion building, and wondered whether money should be spend on the canopy, or simply remove it and find an alternative solution.

Cllr Sandra Boland was asked by the Loughton & Great Holm Neighbourhood Action Group to enquire whether they could install their scarecrows on site, as part of the scarecrow trail, Mr Cairns said to ask the Chair Cllr Peter Ballantyne to contact him to make the necessary arrangements.

NOTED

LG 10/15 Date and time of the next meeting:

Sunday 21st June 2015, 10:00am at the Loughton Sports & Social Club Pavilion, Linceslade Grove, Loughton, Milton Keynes

THE CHAIRMAN CLOSED THE MEETING AT 11:30AM

Signed _____ Chair Date _____