

**Loughton & Great Holm Parish Council**

**Loughton Sports Ground Committee**

**Minutes of the meeting held on Sunday 26<sup>th</sup> April 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 31/15 Apologies:**

There were no apologies

**NOTED**

**LG 32/15 Minutes of previous meetings:**

**LG 10/15 Apologies:**

To delete Neil Cairns listed as given his apologies, as he was in attendance at this meeting.

With that amendment the minutes of the meeting held on Sunday 15<sup>th</sup> March 2015 were signed by the Chair as a true and correct record.

**AGREED**

**LG 33/15 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:**

The Sports & Social Club Management Committee has now had the lease authorised by a Solicitor.

Cllr Peter Todd will pass on a copy of the lease to the Parish Council's Solicitor to register the title document to the Land Registry.

Cllr Todd will send to the Management Committee a copy of the title document.

Mr Neil Cairns said that the Management Committee is happy for the bee hotel to be installed on the pavilion building, as long as it was out of reach to the users of the sports ground and members of the public.

Cllr Todd said that he will inform the Chair of the Loughton & Great Holm Neighbourhood Action Group, who had come up with the proposal.

Mr Simon Kirkman has met with the contractor Ian Saunders Ground Works LTD, who has put on a second coat to the timber cladding outside of the pavilion building.

Mr Saunders quoted £280 which would be a day's work with a digger to tidy up the corner of the sports ground, to get rid of the rubble and level the ground, and make a bund from the top soil, and the remaining top soil can be used for other purposes.

There is an issue about access to the sports ground by emergency vehicles from the car park, the access to the ground is often blocked by cars, Mr Saunders has been requested to supply a quote for cross hatching an area, to try and prevent cars from parking and to keep the access clear.

#### **RESOLVED**

- 1. That Cllr Peter Todd will pass on a copy of the lease to the Parish Council's Solicitor to register the title document to the Land Registry.**
- 2. That Cllr Todd will send to the Management Committee a copy of the lease title document.**
- 3. That Cllr Todd to inform the Chair of the Loughton & Great Holm Neighbourhood Action Group, that the Management Committee is happy for the bee hotel to be installed on the pavilion building, as long as it was out of reach to the users of the sports ground and members of the public.**

#### **LG 34/15 Declarations of Interest:**

There were no declarations of interest.

#### **NOTED**

#### **LG 35/15 Finances:**

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

Mr Neil Cairns circulated a copy of the accounts, as of the end of March 2014 there was a turnover of £113,900.

There was £60,000 purchase of stock; wages were £25,000 for contracted members of staff.

£8,000 was spent on the electricity supply, Mr Cairns explained that the meter had, it transpired been put on the wrong tariff, compensation has been received of £1,000, but there are still problems getting the electricity supplier to rectify the matter, Mr Cairns has put in an official complaint.

The Direct Debit during the dispute was cancelled and so a deficit built up which is being paid back at £300 a month.

The electricity bills are being paid in the meantime at £596 a month which includes the repayment of the deficit.

£4,000 is spent on equipment owned by the brewery; Mr Cairns will check the breakdown of the figures.

There has been a loss of £2,500 over the year, mainly due to the membership of the club going down, but has recently been improved.

£1,900 has been paid off against the load from the brewery; therefore this year's accounts should be in a better shape.

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

**RESOLVED**

**That Mr Cairns will check the breakdown of the figures relating to the £4,000 spent on equipment owned by the brewery.**

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

The Parish Clerk will pursue the matter relating to the grant application, it was suggested to supply photographs of the building and the sports ground, along with the quotes that have already been obtained.

Mr Simon Kirkman has spoken to Mr Ron Cave about the fitting and supplying of slate tiles to the roof, this would add another £2,000 to the quote, but will be in keeping with the other quotes provided.

Mr Kirkman will seek advice regarding the additional weight to the roof and the difference between other roofing materials, he was doubtful that there would be a problem with the building regulations.

**RESOLVED**

**That Mr Simon Kirkman to seek advice regarding the additional weight to the roof and the difference between other roofing materials**

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

The Parish Clerk informed the meeting that that there had been sixteen (16) applications sent out, with six (6) being returned.

The deadline for the return of applications is Wednesday 6<sup>th</sup> May 2015; the Parish Clerk will circulate the returned job applications, to all members of the interview panel.

Mr Cairns requested a copy of the Job and Person Specification, which the Parish Clerk will supply.

**RESOLVED**

**That the Parish Clerk to supply Mr Cairns with a copy of the Job and Person Specification Parish Youth Development Officer post**

**LG 38/15 Closing of the footpath and costs for the gate and fencing to be expedited:**

Mr Simon Kirkman has obtained a quote from DW Bodley & Son, for a four (4) foot fence, from the pavilion's referee's access door to the ascot rail on the sports ground, and the remaining area to the other gate.

The cost quoted is £1,500 plus VAT.

Concern was expressed that if the pathway is closed to members of the public, there may be complaints, and therefore a diversion sign needs to be put in place, and a notice put in the notice board before the work commences, explaining what will be happening, with the Parish Clerks contact details.

The Parish Clerk was asked to write to the Planning Department, to ask if the fence would need planning permission, and to get the advice in writing if this would be permitted development.

It was agreed to take the proposal to the next Parish Council meeting to seek agreement, and to ensure a member of the Loughton Sports & Social Club Management Committee will be in attendance.

The notice and the wording, along with quotes for the diversion sign will be undertaken by the Loughton Sports & Social Club Management Committee.

**RESOLVED**

- 1. That the Parish Clerk was asked to write to the Planning Department, to ask if the fence would need planning permission, and to get the advice in writing if this would be permitted development.**
- 2. To take the proposal to the next Parish Council meeting to seek agreement and to ensure a member of the Loughton Sports & Social Club Management Committee will be in attendance.**
- 3. That the notice and the wording, along with quotes for the diversion sign will be undertaken by the Loughton Sports & Social Club Management Committee.**

**LG 39/15 Date and time of the next meeting:**

Sunday 24<sup>th</sup> May 2015, 10:00am at the Loughton Sports & Social Club Pavilion, Linceslade Grove, Loughton, Milton Keynes

**THE CHAIRMAN CLOSED THE MEETING AT 12:00PM**

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