



Loughton & Great Holm Parish Council Sports Ground Committee

Minutes of the meeting held on at Thursday 12th April 2018 at the Pavilion,
9 Lincelade Grove, Loughton MK5 8DG

Present: Councillors Todd (chair), Boland

Staff present: Bev Field (Parish Clerk)

In attendance – 3 directors of Loughton Sports and Social Club (LSSC)

Absent: Councillor Gray

LSG01/18 Apologies: None received

LSG02/18 Minutes of previous meetings:

The minutes of the meeting held on 05/03/17 were approved and signed as an accurate record

LSG03/18 Matters arising:

None

LSG04/18 Declarations of interest:

None

LSG05/18 To discuss the rent arrears

The lease agreement in paragraphs 6.1 and 6.2 states that the rent is payable in advance and the rent payment dates are defined (page 5) as the first day of each month.

Loughton Sports and Social Club (LSSC) committee had several resignations at the end of 2017 and is now run by 3 directors. The expenditure of the club was exceeding the income and they are taking steps to rectify the financial management. These include running the bar with volunteers, rather than paid staff. The club aims to restore making the rent payments to the start of each month within the next 2-3 months and will look at re-instating the standing order once the finances have stabilised.

Agreed:

That Loughton Sports and Social Club will pay the March rent tomorrow (13/04/18).

LSG06/18 To discuss the insurance rent

In summary, the lease agreement paragraph 8.1 states that the landlord should have buildings insurance, and paragraph 8.3 states that the tenant will pay the insurance premium and any excess, but this should not include any other insurance provision, only the fair proportion relating to the pavilion. This has been checked with Zurich Municipal and the reduced amount of £615.63 has been confirmed in writing.

A payment plan was requested by LSSC to make monthly payments totalling £300.83 which would include rent of £223.83 and £80.00 insurance instalment.

Agreed:

LSSC will pay the Zurich Municipal insurance premium in seven monthly instalments of £80.00 and a final eighth instalment of £55.63 will be paid together with the rent in a single monthly payment. The first instalment for March will be paid tomorrow.

LSG07/18 Dog fouling on the pitch

LSSC have received reports of a dog training group meeting on the pitch, and some dog walkers will let their dogs off the lead and leave fouling. This is a health hazard to the footballers.

The daily management of the pitch is the tenant's responsibility, and it is a public open space for reasonable recreational use.

The responsibility for the club to manage the pitch is unclear to members of the public, and a notice to state this was requested. The siting of the dog bin was also reviewed.

Agreed:

- a) The Parish Clerk will display a notice on the Parish Council noticeboard next to the sports pitch regarding the responsibility of the LSSC for the management of the pitch.
- b) LSSC will consider the best position to site the dog bin and advise the Parish Clerk, for the Parish Council to consider re-siting the bin.

LSG08/18 To discuss the quote from Sports Ground Services for weed control and fertilizing

This maintenance work is desirable but not essential; therefore, LSSC will not undertake it while the finances are stretched. The treatment has improved the quality of the pitch in the last 4 years, and the club pays for the contract with Sports Ground Services for grass cutting and re-lining of the pitches.

Agreed: The Parish Council will pay Sports Ground Services £660.00+VAT for fertilizing and weed control to be carried out May-July 2018

LSG09/18 To discuss any issues relating to the Sports Club and grounds:

- a) **Car park drainage** – the car park gets large puddles and floods due to the drains becoming blocked. This does not include the grasscrete area and can continue along the path to the play park.

Agreed: The Parish Clerk will request assessments and quotes to clear the drains and identify any problem.

- b) **Low usage of the club** – the youth football teams are thriving and there is 1 adult team. The Roman Rangers football club approached LSSC to use the pitch, however, the season was already underway. They were advised to contact LSSC in time to book for the 2018-19 season. LSSC will contact Roman Rangers football club nearer the time.
LSSC intend to re-launch and encourage new members and increase the groups using the clubhouse.
- c) **Communication** – the directors were encouraged to improve their contact with the Parish Council. If they have request or concerns, and in making arrangements for meetings they should contact the Parish Clerk so that problems can be addressed as they arise.
- d) **End of year accounts** – the lease agreement schedule 'rules and regulations' no.5 states that LSSC should send a copy of the annual accounts to the Parish Clerk once they are finalised.

The accounts are yet to be completed and the club agreed to send the accounts once they are finalised.


Agreed:

LSSC will send the accounts to the Parish Clerk once they are finalised.

Date and time of next meeting: Wednesday 11th July 2018 at 7.00pm at the Pavilion, 9 Lincelade Grove, Loughton MK5 8DG

The chair closed the meeting at 8.55pm

Signed by chair:


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Date: 06/09/18