

## **RIVER PARISH COUNCIL**

### **MINUTES OF A MEETING OF THE RECREATION GROUND MANAGEMENT COMMITTEE**

Held on Thursday 2<sup>nd</sup> June 2016 at 9.30am in the Clubhouse, River Recreation Ground

**PRESENT:** Cllr. Dixon (in the Chair), Cllr. Brand, Cllr. Buhlman, Cllr. Horobin, Cllr. Mrs. Horobin, Cllr. Taylor

Cllr. Buhlman had been invited to attend and join the committee.

**IN ATTENDANCE:** Mr. A. Denyer (Parish Clerk)

**1. APOLOGIES FOR ABSENCE:** All present.

**2. DECLARATIONS OF INTEREST:** There were none.

#### **3. MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting held on Friday 12<sup>th</sup> February 2016 had previously been circulated. Cllr. Brand proposed that they were a true record of the meeting. This was seconded by Cllr. Mrs. Horobin and all agreed.

#### **4. MATTERS ARISING (NOT LISTED ON THE AGENDA)**

a) The following items are still pending from the September inspection:

i) Disposal of old goalposts – Cllr. Buhlman offered to get the posts cut down and dispose of them.

ii) Bolt on play area gate will be checked to see if it has been fixed.

New sign on Play Area gate – a vinyl sign is to be obtained to stick over the existing metal sign.

b) Item 7c – replacement of the burnt waste bin is still pending. An additional bin to be sited next to the picnic benches was suggested as rubbish often accumulates here. It was agreed to confirm the permanent siting of the two benches before agreeing purchase of an additional bin.

c) Item 10 - electricity supply contract has reverted to a standard contract. A new deal is yet to be agreed.

d) Item 12 - condition of toilets was raised with JP Wright who is making improvements to the cleanliness. It was agreed that ultimately the toilet facilities need to be renewed.

#### **5. UPDATES ON IMPROVEMENT PROJECTS AND FUNDING**

##### **a) Goals Storage Enclosure**

A meeting between the Clerk and Dover Rangers discussed using a simpler less costly alternative (possibly heras fencing fixed in place with concrete pads) in two locations. The construction of a single large enclosure with a built-up earth bank to allow posts to move onto the adult pitch has proved prohibitively expensive. Chairman will speak to Mark Punton, Chairman of Dover Rangers, directly to agree the size enclosure required for the junior goals. Chairman will also speak to John Hill about a second set of concrete pads so the adult goalposts can be secured on the opposite corner of the pitch, close to the gate steps. This is to avoid annoyance caused to neighbours in Lewisham Road.

##### **b) Project Funding**

Clerk has been to the 'Funding for All' Funding Fair at Tunbridge Wells to attend advice seminars and make contacts for future funding applications. Of particular interest were Kent Sport and the KCC Combined Member Grant Scheme. Funding for All also run bid writing workshops and these will be investigated. It was noted that the Port of Dover Community Fund is now open for applications.

#### **6. UPDATES ON MAINTENANCE ISSUES**

##### **a) Trees**

One cherry tree has been taken down on professional advice. A new survey of trees has been completed by a professional arboriculturalist and the recommendations will form the basis for tenders from tree surgeons. Details have been sent to two contractors. One has declined to tender and the other is still awaited.

Chairman will contact Tom Hall to enquire whether his new employers would be interested in tendering.

##### **b) Changing Room Water Heater**

The problem with the water heater has been identified and a new three-phase immersion heater element and contactor unit have been fitted. Minor pipe valve leaks were fixed at the same time.

### **c) Electrical Supply**

An issue with black tar running down the electrical supply cable was reported to UK Power Networks as an emergency callout on the advice of EDF Energy. A UK Power Networks operative cleaned the cable and identified the problem as being of long-standing and suggested ongoing monitoring.

### **d) Bowls Club Flooring Repair**

The water-damaged flooring has been repaired as agreed with our insurers but no replacement floor covering was included in the quotation. Clerk is to write to River Bowling Club drawing their attention to Clause five of the pavilion lease and request that they obtain quotes for floor covering. The parish council may then consider, without prejudice, whether to make any financial contribution.

### **e) Streetlight outside car park**

The lamp by the entrance to the car park has been reported as not working again. This will be checked at the same time as the electrical inspection (item h).

### **f) Fire Safety Inspection**

The annual inspection of extinguishers, emergency lighting and smoke detectors has been completed and a certificate issued. Two smoke heads and one heat detector were replaced at the same time.

### **g) Play Area**

A new rope is required for the rope-walk. It was agreed that both ropes be replaced. The annual play area safety inspection is pending.

### **h) Electrical Inspection and Testing**

An informal inspection by an electrician has reported that the cupboard adjacent to the clubroom kitchen should not be locked as it contains electrical isolation switches. Clerk is to contact John Wright to find out what else is kept in the cupboard. A full electrical inspection is to be booked.

### **i) Vandalism**

One net support bracket has been broken on the junior goalposts belonging to Dover Rangers. The bracket was removed by Clerk after being reported by JP Wright. Dover Rangers have been informed. Cllr. Horobin reported that support stakes on some of the trees had been broken. He has been replacing them as required.

### **j) Drain on path outside Bowls Club**

The drain on the footpath outside the bowls club has been reported as blocked by the club. This is to be investigated.

### **k) Football Pitches**

A compulsory support day meeting with representatives of the Football Foundation and the Kent County F.A. was attended by the Clerk, Parish Chairman and D.R.F.C. Secretary. It was agreed to request a site visit and written report by a professional grounds advisor at a cost of £150. This will provide options to improve the long-term quality of the football pitches. Once received, the report can form the basis of funding applications. Chairman will contact Derek Morris, Heber Horticultural Services, to arrange a meeting between Heber, Dover Rangers and the parish council to discuss immediate remedial measures.

### **l) Spare bowling green top dressing**

Heber are to be asked to move the left over top dressing away from the vehicle turning circle.

## **7. UPDATES ON MATTERS CONCERNING RECREATION GROUND USERS**

### **a) Bowling Club Lease Review**

Clerk has carried out the five-year review of the bowling pavilion lease. This followed contact with the District Valuer's office who advised that a professional review would be prohibitively expensive and suggested that the average level of retail price index since 2011 be used as the benchmark. Therefore, an average level of 2.3%, taken from UK Government statistics, was used; a discount of 56% was then applied to take into consideration the financial contribution received from the River Bowling Club towards the original cost of reconstruction and this gave a total annual increase of £87 to the pavilion lease. These proposals were put to and accepted by River Bowling Club. It was noted that this is the final review of the lease and that the 25-year term is up in 2020.

### **b) Football Pitches (used by Dover Rangers Colts F.C./Sunday League)**

Clerk has had discussions with Dover Rangers regarding the pitches as some of their coaches are unhappy with their quality. DRFC have had to re-locate 22 matches to other locations due to River pitches being waterlogged and unplayable. A number of Sunday League matches have also had to be rescheduled. Rangers have requested a credit on their payment. This was agreed in principle. Clerk was requested to get additional information from Dover Rangers and re-examine the figures he presented to the meeting.

## **8. FINANCIAL MATTERS**

### **a) Financial Report**

All financial matters were dealt with under other items.

### **b) Quotations**

MWL Electrical have provided a quote for £35 plus VAT per circuit to undertake an electrical inspection as referred to in Item 6h. This was accepted and will be booked.

## **9. FUTURE CLEANING AND LOCKING ARRANGEMENTS**

After discussion, Clerk was requested to amend the draft 'expression of interest' advert for the cleaning and locking contract to include a start date. A separate advert for the 'Village Handyperson' is also to be produced. This is to be for 8 to 10 hours per week requiring basic maintenance and D.I.Y. skills. Any expressions of interest should be received by the 30<sup>th</sup> June with a contract start date of 1<sup>st</sup> October 2016. A quote will also be required for legionnaire's checks. Enquiries are to be made to Dover District Council asking for their views on the daily locking of gates.

## **10. JP WRIGHT REPORT**

Weekly play area inspection reports are still received on a monthly basis.

## **11. CORRESPONDENCE**

Cllr. Mrs. Horobin has been contacted regarding children playing football in the play area and footballs going over into a neighbouring garden. Cllr. Taylor had also previously received correspondence regarding this matter. It has been reported to PCSO who has said she will patrol the area more regularly.

## **12. ITEMS FOR INFORMATION**

Cllr. Taylor reported that the Parish Council would have a display at the 'Parade in the Park' event at Kearsney Abbey on Sunday 12<sup>th</sup> June with information on the planned new facilities and improvements.

Next Meetings:

Thursday 7<sup>th</sup> July 2016 at 2.30pm – sub-committee to discuss cleaning, locking and handyperson progress

Thursday 15<sup>th</sup> September 2016 at 9.30am – general meeting of the Management Committee