

MINUTES OF A MEETING OF THE RECREATION GROUND MANAGEMENT COMMITTEE

Held at 9am on Thursday 29th August 2019 in the Recreation Ground Clubroom

PRESENT: Cllr. Dixon (in the Chair), Cllr. Buhlman and Cllr. Eyre-Jackson

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

ANNUAL INSPECTION OF THE GROUND

a) Annual Play Safety Inspection

All Play Areas were deemed low risk and no urgent maintenance works identified. A list of recommendations will be appended to these minutes.

b) Annual Fire Precaution Service Report

The annual inspection by East Kent Fire Protection has been completed. The recommendations are that two new bulkhead lights be installed and the lamp at the bottom of the Clubroom stairs be replaced.

c) Walk-Round Inspection

i) The pending 'Play Area' Warning Sign should be fitted to the Lower Road Play Area fence facing towards the Lower Road gate.

ii) John Hill is repairing the fence around the Play Area where the footings have become loose. Posts are being re-concreted. The job is in progress.

iii) The base of the Air Skier needs to be re-concreted to stop movement

iv) John Hill has been asked to dig out tree roots in the public car park.

v) Cllr. Eyre-Jackson reported that a vendor had been unable to park in the allotted space due to other vehicles parking in it. It was agreed to ask John Hill to put a post and chain across the vendor area to stop this happening.

vi) Clerk is to investigate whether a new cover can be purchased for the waste bin in the Crabble Lane play area as the existing one is damaged. The Safety Inspection recommended replacement.

vii) The maintenance gate on the Lower Road Play Area is in need of adjustment so that the bolt can line up properly. The Safety Inspection recommended the addition of a padlock.

viii) Clerk was asked to query the ownership of the small area of open ground next to the old cottage store.

ix) New springs are to be ordered for the Play Area gate adjacent to the Fitness Equipment. Clerk is to check if the company require a purchase order.

x) 3 vandalised Fire Detectors require replacement in the toilets. Clerk is to contact EK Fire Protection to see if existing wireless detectors can be relocated. Their fire protection inspection suggested that the Changing Room area is overprotected.

1. APOLOGIES FOR ABSENCE: Cllr. Taylor and Cllr. Deal

2. DECLARATIONS OF INTEREST: Cllr. Eyre-Jackson declared an interest in Item 6a and did not take part in discussions.

3. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on Wednesday 29th May 2019 had previously been circulated. It was agreed that they represented a true record of the meeting.

4. UPDATES ON ITEMS FROM THE MINUTES

30.08.18 Item 6c(iii) Lower Road Gate entrance sign: still to action

21.03.19 Item 5ii Play Area road warning sign: still to action

21.03.19 Item 7(ii) Installation of water meter for River Bowling Club: still to action.

29.05.19 Item 5a Kick-About Goals: Cllr. Dixon is to investigate what type of fixings are underneath the 'Kick-About' goals. The plan is to reuse the wheels from the old adult goalposts on the 'Kick-About' goals to make them mobile.

Item 43d (Parish Council April 2019) Picnic bench opposite vendor area: still to action

29.05.19 Item 5c Public Defibrillator Trade-in: still to action

29.05.19 Item 5e CCTV: River Bowling Club have informed Cllr. Buhlman that they do not want to have the old CCTV system as they have improved their security measures. Cllr. Buhlman will investigate the possibility of having a remote camera to monitor the field area.

5. ISSUES RELATING TO WASTE/LITTER DISPOSAL

a) Proposal to purchase and install additional waste bin

It was agreed to purchase an additional bin for the Lower Road toddler play area as the existing bin often fills up. The cost will be £155 for a 120litre bin plus cost of installation onto a concrete base.

b) Costs of commercial waste disposal

A quote was previously received for weekly emptying of 1100 Euro bin at cost of £15 (non hazardous dry compactable waste) or £8 per week for dry mixed recycling. Clerk has requested an update. Clerk was asked to check if lifts could be fortnightly. The matter will be raised at the next Parish Council meeting.

6. RECREATION GROUND CONTRACTS

a) Parish Handyman

An updated contract was discussed. Small amendments to the duties, an increase in hours and increase in hourly rate are to be recommended to the Parish Council. It was agreed that Robin Jackson has an enormous amount of work to do and works many more hours than he is contracted to do.

b) Cleaning and Locking

An updated contract was discussed. The work specification has altered as the Changing Rooms are now no longer in use. Cllr. Dixon has a few more amendments and corrections to make.

c) Groundwork Contractors

The quotation received from GW Landscaping is for a three-year contract with a 5% increase linked to inflation.

All three contracts are to be put to the next Parish Council meeting for approval.

7. ANY OTHER MAINTENANCE ISSUES

a) River Bowling Club wish to replace doors in the pavilion and have asked about any planning regulations regarding type of materials.

b) A quote of £185 has been received for the repair of the Crabble Lane Play Area 'clatterbridge'. This was approved.

8. GENERAL CORRESPONDENCE

No correspondence.

9. ANY ITEMS FOR INFORMATION

Nothing further to report.

10. DATE OF NEXT MEETING: To be agreed.

Meeting ended at 11.30am

2019 Annual Play Area Safety Inspections Findings/Recommendations

Lower Road Play Area

- a) Generally – grass mats silted up and soil compacted.
- b) Junior swings (Playdale) – caps missing underneath, replace.
- c) Cable Runway – check seat height is correct and recommendation for inspection in accordance with manufacturer's instructions.
- d) Gates & Fences
 - i) Gates – check that closure time is between 4 and 8 seconds.
 - ii) Maintenance Gate – provide padlock
 - iii) Fence Posts loose
- e) Signage to include emergency contact information.
- f) Spring Horses (Eibe) – end caps on handgrips/footgrips missing and in need of replacement.
- g) Toddler Activity Trail (Eibe) –
 - i) some missing fixing to replace
 - ii) also missing bush under balance board.
- h) Toddler MultiPlay (Eibe) – remove pins on grass mats close to impact areas.

Crabble Lane Play Area

- a) Generally, wetpour surfacing is damaged or lifting in some areas creating trip hazards – repair as necessary.
- b) 12mm gap around gate to prevent finger traps is suggested but not required and not high risk.
- c) Damage to waste bin top – replacement suggested.