

RUSTINGTON PARISH COUNCIL

LEISURE AND RECREATION COMMITTEE

MINUTES: of the Meeting held on 9 July 2009

PRESENT: Councillors T Field, M Jones, Mrs S Lines and D Rogers

8/09 **ELECTION OF CHAIRMAN**

The Committee RESOLVED unanimously that Councillor Tyler should be elected Chairman of the Committee for the ensuing year.

9/09 **CHAIRMAN OF THE MEETING**

In the absence of the Chairman, Councillor Tyler, Councillor Rogers was elected Chairman of the Meeting.

10/09 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Akbar (Personal Commitment), Steward (Personal Commitment) and Tyler (Arun District Council Business). These apologies were accepted by the Committee.

11/09 **DECLARATIONS OF INTEREST**

There were no declarations of interest recorded by Members.

12/09 **FAMILIARISATION OF LEISURE AND RECREATION FACILITIES**

The Clerk reminded Members that the Committee had previously agreed that a physical tour to familiarise Members with the Committee's areas of responsibility was not necessary, but that any Members could make arrangements to meet with the Clerk regarding the Committee's areas of responsibility, if they so desired.

The Committee NOTED this information.

13/09 **MINUTES**

The Minutes of the Meeting held on 5 March 2009 were signed by the Chairman as a correct record.

14/09 **WOODLANDS CENTRE - EXTERNAL FACILITIES (RECREATION GROUND)**

(a) **Donated Tree Planting Scheme**

The Clerk referred to Minute 3/09(a) and said that she had nothing further to report at the present time. She said that she was now actively progressing the possibility of members of the local community donating trees for inclusion in the annual planting programme for replacement trees on the public highway with the County Council. She said that she hoped to be able to report back to the Committee with costings and conditions at the next Meeting.

The Committee NOTED this information.

(b) **Car Park Lights - Replacement/Improvements**

The Clerk referred to Minute 3/09(b) and reported that she had previously circulated a letter received from Owen Electrical Limited which stated that the replacement of the lighting column galvanised boxes had taken three times longer than the expected time.

Whilst the Company had borne this additional cost for the footpath lights as a goodwill gesture, a new estimate had been submitted for the Car Park lighting of £138.00 per column. Unfortunately, it had been found that the boxes were rusted together with armoured cable and would not release, so the boxes had to be cut out and the armoured cable remade.

Following a further discussion, the Committee RECOMMENDED that the revised estimate of £138.00 per column for the replacement of the galvanised boxes, be accepted.

(c) South and South East in Bloom

The Clerk reminded the Committee that the Council's entry of the Woodlands Recreation Ground for The Public Park Award, as part of the South and South East in Bloom Competition, would be being judged on the afternoon of 16 July 2009, but the result would not be known until 2 September 2009, when the Award Ceremony and Lunch would be taking place in Brighton.

She reminded the Committee that the Recreation Ground's entry in 2008 had received a Gold Award.

She said that the Grounds and Maintenance Person/External Health & Safety Officer, the Chairman of the Committee and herself would be accompanying the judges on the tour of the Recreation Ground. She suggested that the Chairman of the Committee and the Grounds and Maintenance Person/External Health and Safety Officer should attend the Presentation Ceremony to receive any Award that might be forthcoming in this regard.

Following a further discussion, the Committee RECOMMENDED that, should an invitation to the Award Ceremony be forthcoming in respect of the Recreation Ground entry, the Grounds and Maintenance Person/External Health and Safety Officer and the Chairman of the Committee should receive any such Award on behalf of the Council.

(d) Disabled Play Equipment

The Clerk referred to Minute 3/09(d) and said that she had previously circulated an email received from Wicksteed Leisure Limited with estimated costings for an item of disabled play equipment as follows:-

To supply a Revolva Roundabout	£7,080.00 excl. VAT
To install Revolva Roundabout	£1,960.00 excl. VAT
Eco Fleck Wet Pour (complete with required bases into grass)	£2,907.00 excl. VAT
Carriage 5% of total supply price excl. VAT	

The Clerk reminded the Committee that it was anticipated that the major proportion of the funding would be covered by the District Council's previously agreed Village Enhancement Grant of £3,883.00, plus the recently awarded Section 106 funding in the sum of £6,000.00. She said that the Committee would need to fund the balance which would be in the region of £1,500.00, which she anticipated could be met from within the 2009/2010 Budget.

Following a detailed discussion, the Committee agreed that the Clerk should approach specific organisations with experience in the provision of play equipment for disabled children, and obtain ideas as to other types of play equipment that were available. She could then approach the recommended Companies to obtain appropriate costs for a selection of items of disabled equipment, for consideration by the Committee at its next Meeting.

15/09 WOODLANDS CENTRE - INTERNAL

(a) Current Lettings

The Clerk gave a progress report on the current lettings against budget and said that the income was currently on target to reach the 2009/2010 budgeted figure of £45,000.00.

She said that the total income to date was £11,445.00, which represented 25.5% of the annual estimated figure, and it was anticipated that the income would reach the targeted figure by the end of the current financial year.

She then referred to the end of the year for 2008/2009, and confirmed that the total lettings figure was £46,310.00 against a budgeted figure of £44,500.00

The Committee NOTED this information.

(b) Digital Projector

The Clerk referred to Minute 128/09(b) (Monthly Council Meeting - 27 April 2009 refers) and reminded the Committee that the Digital Projector had now been purchased and was available for hirers to use.

She referred to the additional equipment which would be required to enable the Council to view details of planning applications or other online information, and also to make Audio and Visual Presentations at The Woodlands Centre. She confirmed that following discussions with the Council's IT Administrator, it seemed that if the Council wanted to be able to make Presentations using a digital projector, then a Laptop Computer could be purchased, but that until such time as it was evident that on-line viewing of planning applications was imperative, it was not necessary to purchase and install wireless internet connections and cabling to all hireable facilities at the Centre.

Following a further discussion, the Committee RECOMMENDED that no further action be taken in this regard at the present time, but that the situation in respect of demand for any of the aforementioned equipment be monitored.

16/09 WOODLAND PARK SPORTSFIELD

(a) Risk Assessment - Rabbits and Moles

The Clerk referred to Minute 5/09(a) and reported that the service provided by Absolute Pest Control was continuing on a quarterly basis in respect of the Sportsfield. She said that the current situation in respect of the pest control management of rabbits and moles at the Sportsfield was most satisfactory with only minimal rabbit or mole activity being evidenced.

The Committee NOTED this information.

(b) Siting of Storage Containers

The Clerk referred to Minute 5/09(b) and reported that planning permission had now been granted by the local Planning Authority for the continued siting of the two storage containers at the Sportsfield. She said that one of the conditions of the permission had been for both containers to be painted to create a more aesthetically pleasing appearance.

The Committee NOTED this information.

(c) Car Parking Problems - Grass Verge on Public Highway

The Clerk referred to Minute 5/09(c) and reported that the actions taken by the Police and the two Football Clubs using the Sportsfield had been most successful, and the previous problems of vehicles parking on the grass verge in the vicinity of the Sportsfield, seemed to have been solved.

The Committee was pleased to NOTE this information.

(d) Litter and Debris - Northern Boundary of Sportsfield

The Clerk referred to Minute 5/09(d) and reported that the County Council was currently looking into the situation in respect of the Council's Lease and the relationship between the footbridge on the A259 and the Sportsfield particularly in respect of the Council's maintenance responsibility in this area. She said that the

Property Department's first impression was that the steps on the northern side of the bridge appeared to overhang the land maintained by the Council and, therefore, the Highways and Legal Departments had been asked to comment on the current position, to establish if any amendments were required to the Council's Lease. The litter problem had also been raised and was being investigated.

The Committee NOTED this information.

17/09 RUSTINGTON YOUTH CENTRE

(a) Situation Report

The Clerk said that she had no major issues to report on at the present time, and reminded the Committee that a new Neighbourhood Youth Worker, Ms Anna Marchbank, had now been appointed by the County Council and was currently looking at ways to develop the Senior Youth Club and the Centre in an effort to increase membership.

She said that the Annual General Meeting of the Youth Centre Management Committee was scheduled to be held on 21 July 2009.

The Committee NOTED this information.

18/09 DATE OF NEXT MEETING

The Clerk reminded Members that the date of the next Meeting would be Thursday 5 November 2009.

Chairman: **Date:**