

RUSTINGTON PARISH COUNCIL

LEISURE AND RECREATION COMMITTEE

MINUTES: of the Meeting held on 11 November 2010

PRESENT: Councillors J Bennett (Chairman), A Cooper, M Jones, Mrs S Lines and D Rogers

19/10 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Field (Work Commitment) and Tyler (Personal Commitment). These apologies were accepted by the Committee.

20/10 **DECLARATIONS OF INTEREST**

Councillor Jones declared a Personal Interest in Minutes 22/10(b) and 22/10(d). He remained in the Meeting during consideration of these items and took part in the discussions and votes thereon.

21/10 **MINUTES**

The Minutes of the Meeting held on 5 August 2010 were signed by the Chairman as a correct record.

22/10 **WOODLANDS CENTRE - EXTERNAL FACILITIES (RECREATION GROUND)**

(a) **South and South East in Bloom**

The Clerk reminded the Committee of Rustington's outstanding success in the 2010 South and South East in Bloom Competition namely, a Gold Award in the Inter-Regional Champion of Champions (between South and South East in Bloom and Anglia in Bloom) Category, the Category's Overall Winner Award, and a Gold Award in the Town Category, together with the Judges' Special Floral Display Discretionary Award.

She said that the In-Bloom Committee had agreed to progress the 2011 Campaign, and to accept the invitation from South and South East in Bloom to enter the Britain in Bloom Competition in 2011.

She reported that the Committee would now need to consider whether or not the Woodlands Recreation Ground should be entered into the 2011 South and South East in Bloom Competition. She reminded the Committee that in 2009 the Woodlands Recreation Ground had achieved a Gold Award and the Overall Category Winner. She said that the Council had already agreed to support the In-Bloom with any entry it might make in the 2011 Competitions, but the Recreation Ground was a separate entity.

Following a further discussion, the Committee RECOMMENDED that the Woodlands Recreation Ground should enter the 2011 South and South East in Bloom Competition.

(Prior to consideration of the following item, Councillor Jones had declared a personal interest as a member of Rustington Sports & Social Club and as a seconded member of Rustington Sports & Social Club Management Committee)

(b) **Charges for Sports Facilities**

Following detailed consideration of a Report from the Clerk of the Council, and a subsequent detailed discussion, the Committee RECOMMENDED that the charges for the Sports Clubs using the Council's facilities for the year commencing 1 April 2011 be as follows:-

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|-----|---------------|---|-----------------------------------|
| (i) | Cricket Clubs | - | £56.00 per game played |
| | | - | £31.00 per friendly game played |
| | | - | £31.00 per game cancelled by Club |

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|-------|------------------------------------|---|--|
| (ii) | Football Clubs | - | £38.00 per game |
| | | - | £22.50 per friendly game played |
| | | - | £22.50 per game cancelled by Club |
| (iii) | Youth/Children's
Football Clubs | - | £10.75 per week for each pitch "marked-up" |

The Clerk then advised the Committee that, as such, the Council did not have a formal Policy in place in respect of timescales for cancellations. She said that, unfortunately, a situation had arisen recently, whereby the Rustington Wanderers Cricket Club had been charged for a match that they claim was cancelled with one of the Council's Groundstaff, prior to the wicket being prepared. This was refuted by the Member of Groundstaff concerned, but it had brought to light the problems that could be experienced in the absence of any Policy in this regard.

Following a brief discussion, the Committee RECOMMENDED that a formal Policy should be adopted with effect from 1 January 2011, in respect of cancellations of both Football and Cricket matches as follows:-

"All Football or Cricket Clubs must formally (in writing) advise the Council's Offices by close of business (4.30 pm) on the Monday preceding the Saturday, Sunday or Weekday of any previously advised fixture/s, of any cancelled games. In the absence of the receipt of such formal notification, the appropriate hiring fees will be charged. The exception to this being cancellations due to adverse weather conditions".

(c) Proposed Replacement Fencing

The Clerk referred to Minute 254/10 (Monthly Council Meeting - 27 September 2010 refers) and reported that she had previously circulated three Estimates received as follows:-

R J Meaker Fencing	-	£20,465.21 (incl. of 1% discount) excl VAT
Tim Bennett Farm Fencing Services	-	£34,349.35 excl. VAT
Foster Playscapes Limited	-	£42,217.20 excl. VAT

Following a detailed discussion, the Committee RECOMMENDED that in view of the financial constraints being faced by the Council, no further action should be taken at the present time, but that the possibility of the replacement of the boundary fencing should again be taken into account when the Committee considered its 2012/13 Estimates in November 2011.

(Prior to consideration of the following item, Councillor Jones had declared a personal interest as a member of Rustington Sports & Social Club and as a seconded member of Rustington Sports & Social Club Management Committee)

(d) Rustington Cricket Club - Provision of Concrete Base to Bowlers' Run Up to Cricket Nets

The Clerk referred to Minute 17/10 and reported that she had previously circulated a dimensional plan of the proposed concrete base to the bowlers' run up to the cricket nets.

Following a further discussion, the Committee RECOMMENDED that the Cricket Club's request for permission to lay a concrete base on the bowlers' run up to the cricket nets, covered with a carpet similar to the concrete base within the caged enclosure be agreed, subject to the Club being responsible for the ongoing maintenance of the base, as well as any reinstatement costs that might arise should the Club not require the base at any time in the future.

The Committee was also concerned that the Cricket Club's Insurance Policy (Public Liability) should cover any claims that might occur in connection with the concrete base, and the Clerk was asked to obtain confirmation of this prior to any permission being granted in this regard.

(e) **Winter Servicing of Plant and Equipment**

The Committee considered a Report from the Clerk of the Council, together with Estimates for the current winter servicing of plant and equipment received from Arun Mowers of Patching. The Report stated that the Council had dealt with this Company for many years and, thus it was very familiar with the equipment and had always provided a good service.

The Committee NOTED this information and RECOMMENDED that the Estimates received from Arun Mowers of Patching, totalling some £2,810.00, be accepted.

23/10 **WOODLANDS CENTRE - INTERNAL**

(a) **Current Lettings**

The Clerk gave a progress report on the current lettings against budget and said that the income, for the period 1 April 2010 to 31 October 2010, was currently running above the estimated 2010/2011 budget figure of £45,500.00 by approximately 7.55%. The income figure as at 31 October 2010 was £28,545.15.

She said that taking the current trend in respect of hirings into account, the 2010/2011 Revised Estimate had been increased to £47,000.00 which would, it was anticipated, be achieved by the end of the current financial year.

The Committee NOTED this information.

(b) **Advertising**

The Clerk referred to Minute 14/10(a) and reminded the Committee that a new Leaflet had now been produced in-house, advertising the facilities for hire at both The Woodlands Centre and Youth Centre. A copy of this Leaflet had been circulated to all Members of the Council. She said that as the leaflet had been produced in-house, changes could be made as and when necessary.

The Committee was pleased to NOTE this information.

Councillor Cooper said that the Council's personnel should be commended for producing such a professionally presented Leaflet.

(c) **Rustington Short Mat Bowls Club**

The Clerk referred to Minute 22/09(b) and said that this discount system was continuing to operate effectively, with the Club honouring the three hirings per week condition. She reminded Members that it had previously been agreed that the subject of this discount should again be reviewed for the period 1 April 2011 to 31 March 2012. She said that the Club's hirings for the previous financial year had totalled some £5,577.48.

Following a brief discussion, the Committee RECOMMENDED that a 25% discount should continue to be offered to the Rustington Short Mat Bowls Club in respect of its Wednesday evening hiring only, for the period 1 April 2011 to 31 March 2012.

(d) **Review of Rents**

Following detailed consideration of a Report from the Clerk of the Council, the Committee RECOMMENDED that increases in the Hiring Charges for The Woodlands Centre, with effect from 1 April 2011, be as shown in the attached Schedule.

24/10 **WOODLAND PARK SPORTSFIELD**

(a) **Possible Extension of Lease**

The Committee NOTED email correspondence with the Senior Valuer, Capital and Asset Management, West Sussex County Council.

(b) **Lack of Facilities and Ground Conditions**

The Committee considered a letter received from Mr S Cooper regarding the lack of facilities and the ground conditions.

Following a brief discussion, the Committee RECOMMENDED that Mr Cooper should be invited to meet with the Chairman of the Committee and the Chairman of the Council to enable them to not only respond to all of the points raised in his letter, but also to discuss any other matters in this connection which might assist him with his GCSE Citizenship Coursework.

(c) **Risk Assessment - Rabbits & Moles**

The Clerk referred to Minute 15/10(d) and reported that Absolute Pest Control was still visiting the Sportsfield on a quarterly basis. She said that the current situation in respect of the pest control management of rabbits and moles at the Sportsfield was still satisfactory with only minimal mole and rabbit activity evident at the present time.

The Committee NOTED this information.

25/10 **INCOME AND EXPENDITURE FOR 2009/2010, 2010/2011 AND 2011/2012**

The Committee considered a Statement previously circulated by the Clerk of the Council.

The Committee RECOMMENDED that the Income and Expenditure requirements for the Leisure and Recreation Committee be as shown in the attached Schedules.

26/10 **DATE OF NEXT MEETING**

The Clerk reminded Members that the date of the next Meeting would be Thursday 10 March 2011.

Chairman: **Date:**