

**Minutes of the Parks & Leisure Committee Meeting
Held on Monday 12th November 2018 at 7pm
in The Cabin, Salhouse Road, Rackheath**

Present: Brian Gardner (Chair), Tracy Buckley, Rebekah Hughes and Paula Lowe.

Also Present: Stephen Oakley

In Attendance: Diana Dring (Parish Clerk)

1. Apologies for absence

None

2. Approval of the Minutes of the meeting of 8th October 2018

Minutes of the PLC meeting of 8th October were approved as a correct record on the proposal of Rebekah, seconded by Tracy.

3. Stracey Sports Park Updates on

i) Pavilion Building Progress Report

The Clerk reported there she had been waiting for a call back from the Contractor to discuss arrangements particularly regarding the change over the moving of the power supply and the electricity metre. Building work was due to start in 2 weeks on 26th November and a photo opportunity to promote the 'first turf' being dug would be arranged at 12.30 on that day with stakeholders and Parish Councillors invited.

Rebekah advised that the storage container was full and would need to be cleared for use by footballers to change when the building work started.

ii) Pavilion CCTV & Lighting

The Community Safety Manager at Broadland Council had visited the Pavilion and made a number of suggestions (attached) regarding the provision of a CCTV system and lighting.

Members recommended that the Parish Council follow her advice regarding a CCTV system. Her suggestions regarding lighting were not all feasible but Members agreed that the bollard lighting on the car park boundary would not be sufficient and that alternative lighting would be required including lighting around the Pavilion entrances. The company that would be doing the Pavilion electrical work had reviewed the lighting needs and would provide a lighting design for the car park to be considered alongside the carpark provision.

The alarm system would need to be reviewed

iii) Pitch Improvement Programme

One course of mole treatment had been carried out and been effective for about a week but other moles had appeared. The Pest Control company had advised this could happen and had offered an annual contract which would provide continuous treatment to dispose of the mole problem. The initial cost of £160 would be incorporated into this and a total of £480 would be charged for the year. Members agreed to accept the annual contract to get rid of the moles from the playing field.

iv) Youth Football

Disappointingly there had been no contact between the manager of Wroxham FC and payment of the pitch fees was outstanding. There were other matters that had not been actioned as agreed such as the provision of a youth storage container at the far end of the playing field, parking on the grass and making use of all the marked youth pitches and litter issues. Clerk to follow up by email to Wroxham FC prior to further action. Agreed to provide additional parking signs – Tracy to arrange.

v) Any other matters

Tracy reported an issue with dog poo at the playing field – agreed that more signs were needed as the previous ones had disappeared.

The Vintage Fayre had advised that they would not be hiring the playing field anymore as they had outgrown the space and the date was too close to the scheduled end of the building work.

4. Grounds Maintenance Specification 2019/20

Discussed the Pitch Improvement recommendations made by the Football Association inspector and advice from the Grounds Contractor. It was agreed to continue with cutting and marking the pitches every 10 days but allow an extra 6 cuts as needed, include annual mole treatment, additional weed treatment, fertilising and pitch seeding which was likely to increase the grounds maintenance budget by up to £3200 in 2019/20. Not all the treatments may be needed depending on the conditions but a total budget of £10,752 would be required for all the Parish Grounds maintenance including both churchyards.

The Clerk advised that she had received a call from a resident concerned about the overgrown condition of All Saints Churchyard and that he would be attending the next Parish Council meeting to ask for the strimming of the churchyard to be increased by one to three times a year. Current cost £242 per year. Members asked the Clerk to get clarification on the Parish Council responsibility for maintaining churchyards.

It was suggested that the new Vicar Darleen Platten should be invited to the next meeting to listen to the churchyard matters.

Brian mentioned that the hedge around the school boundary with Jubilee Park needed to be cut back by 2 feet and it was agreed the Clerk should arrange this.

Tracy suggested that planting fruit trees or shrubs on the path from Willoughby Way.

5. Fireworks Event 2018 feedback

It was agreed that the Fireworks event on 2nd November had been another successful event run by the Committee making a profit of around £1666. Entrance numbers were down by roughly 25% and the donations from the food suppliers were also less. There were more volunteers this year which was pleasing and the car parking was well controlled.

6. Jubilee Park

Need to remind residents again to support Tesco's Bag for Life in local stores this month and December to receive funding for Jubilee Park toddler area Tesco.

7. Next meeting Tuesday 11th December 2018

Meeting closed at 8.35pm