



**MINUTES of the MEETING of FEERING PARISH COUNCIL PLAYING FIELD COMMITTEE
held on Tuesday 11 June 2019 at 7.30 pm
in the Parish Office of Feering Community Centre**

Present: Cllr P Lees (Chair) Cllr D Leach (Vice-Chair)
Cllr C Newton Simon Gibbs Lisa Collins, Clerk to the Council
Laura Atkinson – FCA Karen Welsh – FCA Mrs Gough – Feering Primary School

Members of the Public: 0

001/2019 To elect a Chairman for the forthcoming year

Cllr Lees was nominated to be Chairman. Proposed by Cllr Newton, seconded by Cllr Leach.

It was **resolved** that Cllr Lees be elected as chairman for the coming year.

002/2019 To elect a Vice-Chairman for the forthcoming year

Cllr Leach was nominated to be Vice-Chairman. Proposed by Cllr Newton, seconded by Cllr Lees.

It was **resolved** that Cllr Leach be elected as vice-chairman for the coming year.

003/2019 Welcome and Apologies for Absence

The Chairman welcomed everyone to the meeting.

Apologies were received from Kelvedon Social FC. No apologies were received from Cllr Carpenter

004/2019 Declaration of Interest

To declare any Disclosable Pecuniary, Pecuniary or non-Pecuniary Interest relating to items on the Agenda.

No declarations of interest were received.

005/2019 To approve the Minutes of the last Playing Field Sub-Committee Meeting.

It was **resolved** that the minutes of the meeting of the Playing Field Sub-Committee on 9 January 2018 be approved and signed as a correct record. Cllr Newton proposed; Cllr Lees seconded.

006/2019 Public Participation Session

The Chairman will invite questions and observations from members of the public present. A maximum time of 15 minutes will be allowed.

No questions from the public.

007/2019 Update on Condition of Playing Field – Simon Gibbs

Cllr Lees gave context behind this item. There has been some concern over the last few years on the condition of the small area of the playing field. Contingency has been made by the PC for overhaul of the fields. The condition of the small field now needs extensive renovation work as it is solidly compacted. Feering Primary School sports day is to be held on 5 July, therefore we are proposing to carry out the work after the sports day in September, fence off the football pitch area for access and fence the entirety of the small field for remedial works.

Mrs Gough informed the committee that the school had filled the current holes with sand to avoid injury but that the rabbits were causing issues.

Simon Gibbs informed the committee that the ideal time for the work is the middle of August onwards

Mrs Gough informed the committee that the first half of the September term would be a great loss to the school to not be able to use the field nearest the school and the reason they tend to use the smaller field is because of risk of accident to the children and a greater staffing capacity.

It was **agreed** that work would commence during the week of 26 August until approximately the middle of November.

Simon Gibbs **agreed** that he would undertake work now to try to stop the rabbit issue before the Sports Day event. Simon informed Mrs Gough that if he is aware when the markings will take place for the sports day he will arrange for the grass to be cut.

Mrs Gough left the meeting at this point at 19.58.

It was **agreed** that Simon Gibbs would arrange for a quote to be obtained for the equipment and products to be put before the July Full Council Meeting on 16 July.

008/2019

Annual Inspection of Playground Equipment

The Annual Inspection of Playground Equipment was carried out in November 2018 by The Play Inspection Company. The risk assessment was overall low risk with most issues being categorised as either low risk or very low risk. The bearings of the cone climber have been worn down and need to be replaced. The manufacturer has informed the clerk that the cost for the new bearing would be £784.86. Further quotes will need to be obtained, but it was **agreed** that the cost would be taken to the next full Council Meeting for approval.

Cllr Newton asked whether it would be worth seeing if we could obtain maintenance of the play equipment on a regular basis after the report has been received.

Graham will be given a list of items to be remedied and anything else on the report which should be remedied, we need to ask specialist companies to come in a fix. Some of the rubber matting is cracking and grass is growing through.

Simon Gibbs asked whether the Inspection mentioned tree roots as he hits the root when cutting the field, would he damage the tree? The clerk to ask the tree warden to investigate.

Simon Gibbs left the meeting at this point – 20.52

The clerk to **investigate** the cost of obtaining a service contract for the play equipment to keep the play equipment in good condition and whether we can get the Annual Inspection report included in this.

A discussion was had with regard to the MUGA and whether the ends should be fenced in. There is a potential issue of bullying corners if this were to be done. There are quotes to have gates put into the ends which currently stands at around £5,000.

The Clerk to **investigate** the cost of repairs to the MUGA as stated in the Inspection Report and at the same time also ask for a quote for gating both ends.

After discussion it was proposed by Cllr Newton that we look through the report, put into sections following on from Graham's list, to manufacturer or a skilled tradesman and prioritise them according to budget.

009/2019

Play Equipment

We have money in the budget for new play equipment. Is there any items which should be added? Cllr Leach informed the Committee that he had been asked about more picnic benches in the park It was discussed whether we could ask local businesses if

they wanted to contribute and have the picnic benches dedicated to them. It was proposed that the Clerk reach out to local businesses to see if they would like to sponsor the bench.

010/2019 Playing Field and MUGA hire / usage

Laura Atkinson (“LA”) asked where this had come from and our purpose behind it. Cllr Lees explained that there were a couple of things which has caused this. We need to confirm that hirers are being informed of the risks that they take by using the field.

How do we communicate with hirers inside who take the session outside and whether they have a risk assessment for this.

The other issue is that if hirers of the community centre are booking the centre and taking outside and the field is hired out for other usage.

LA explained that they are not necessarily aware that their hirers are taking the usage outside. The FCA have been framing the hires that the hirers need to obtain permission from the Parish Council. In terms of charging, it would be very difficult to monitor if someone is using the outside space. It was discussed that the FCA did not want to risk losing the hall bookings due to an additional charge.

As a business arrangement, there needs to be a charge. For a charity event the Parish Council need to be informed and possibly a charge should be administered.

It was discussed that the FCA conditions of hire needs to contain a disclaimer that anyone leaving the building should have a risk assessment and it is done so at their own risk.

LA asked that some clauses be given for the FCA booking form and stating that if the hire includes outside it needs to be formally agreed with the PC.

Laura Atkinson and Karen Welsh left the meeting at 20.33

011/2019 Playing Field Byelaws

The clerk has contacted the Communities Department of the Government to try to obtain a copy of the byelaws held for Feering Parish Council, however no response has been received. The Clerk chased this again and will continue to chase.

012/2019 Items for Next Agenda

- i Report from Graham on what has been completed, outstanding and further action which needs to be taken.
- ii Playing Field Byelaws.
- iii Budget from Simon Gibbs

Date of Next Playing Field Committee Meeting Wednesday 10 July 2019 at 8.00 pm

There being no further business the Chair closed the meeting at 9.34 pm and thanked everyone for attending.

Signed

Paul Lees

10 July 2019