



<b>Committee members</b>	<i>N Wise - Committee Chairman, J Cypher, A Helmore,</i>
<b>- Councillors</b>	<i>A Humphries, S Lewis, T Wallis, M Worrall (ex officio)</i>
<b>Non-councillors</b>	<i>Mrs E McHugh, Mr K Robinson (Allotment reps)</i>
	<i>P Gwilliam, P Jordan, D Ruston (Football reps)</i>
	<i>Mrs J Foster (Community Centre user)</i>
	<i>Mrs L Parkinson (neighbour to WMPf)</i>
	<i>Mr M Fellows (Rowney Green Association)</i>

**MINUTES OF THE YOUTH, SPORT & RECREATION COMMITTEE**

**MEETING HELD ON MONDAY 17<sup>th</sup> FEBRUARY 2020 at 7.30pm**

**at The Lounge, 22 The Square, Alvechurch B48 7LA**

<b>Present</b>	<b>Parish Councillors</b>	N Wise (Chairman), J Cypher, A Helmore, A Humphries, S Lewis, T Wallis, M Worrall (ex officio)
	<b>Associated Members</b>	Mrs E McHugh, Mrs L Parkinson, Mr D Ruston
	<b>Minute Taker</b>	Gill Lungley, Support Officer
	<b>In attendance</b>	Jayne Smailes, Clerk

**20/001 Chairman's welcome**

Cllr N Wise welcomed all to the meeting

**20/002 Apologies for absence** were received from:

Mr P Gwilliam

**20/003 Members' declarations of all disclosable interests in any agenda item**

Non-councillor members' interests are noted through reason for membership to this committee.

- .1 Cllrs T Wallis and N Wise with reference to any discussion relating to the allotments as allotment holders and members of the Allotment Association
- .2 Cllr Lewis – home is affected by flooding from the Hopwood playing field
- .3 Cllr Worrall – personally knows a contractor invited to quote for signage work

**20/004 To consider dispensation requests.**

Cllr Worrall's request for dispensation to remain in the meeting, speak and vote (see minute 20/11d) was approved by the Clerk.

Cllr Lewis' request for dispensation (see minute 20/009) was approved by the Clerk.

It was noted the council had granted dispensations at the meeting held on 12<sup>th</sup> August 2019 (min no. 19/059) to allow Cllrs N Wise and T Wallis to stay in meetings when discussing allotments.

**20/005 To approve the minutes of the previous YS&R committee meeting held 23/09/2019**

The minutes of the meeting held 23/09/2019 were approved as a correct record and signed by the Chairman.

**20/006 Alvechurch Allotments:**

**a) Update from the Allotments Association:**

Mrs McHugh reported:

- the effect of Storm Dennis was damage to the shed door only.
- The date of the AGM has not yet been arranged.
- Invoices to plot holders have been issued from the Parish Council; payment within 14 days.
- There has been no inspection yet this year by the Parish Council.

**b) To agree the Clerk and relevant representative of the Allotments Association approach the landlord regarding tenure of the site.**

It was agreed the Clerk will arrange a meeting with the landlord; Mrs McHugh and Mr K Robinson to attend with Cllrs A Humphries and M Worrall.

**20/007 To receive an update from the Football Teams' representative**

Mr D Ruston reported:

- the club's first team has not had a good season to date and is likely to be relegated.
- For the Hopwood and youth teams, the club is to organise a summer youth tournament over the weekend of 16<sup>th</sup> / 17<sup>th</sup> May at Lye Meadow ground. Police will be notified in case of extra traffic and appropriate parking arrangements will be put in place.
- The Hopwood playing field has been little used this season due to the wet weather – it was not used at all during October thru December and used only on 4<sup>th</sup>, 11<sup>th</sup> and 25<sup>th</sup> January. In addition, the re-siting of the pitch away from the new play equipment means the teams are playing on a poorer part of the field. The team ask for this to be taken into consideration when payment is requested and also for the drainage of the field to be improved, especially in the top part (north-west) part of the field.

**20/008 To receive and consider ongoing matters from the Clerk's report and agree actions arising with regard to the council's amenities including:**

**a) Agree to accept quotation for tree surveys at Hopwood and Rowney Green sites**

It was agreed to ask Westside Forestry to carry out the surveys and to include the Gravel Pit site. The budget is to be checked with regard to ear-marked reserves. Upon receipt of the survey the Clerk would proceed as necessary and appoint a contractor for any urgent surgery.

**b) Update on cleaning and caretaking duties**

It was noted that a contractor has been appointed to temporarily carry out these duties.

**20/009 Hopwood Playing Field - Drainage ditch**

The ditch along the south boundary has been cleared by the council's contractor. During recent storms water from the field has flooded nearby property, 'Greenfield'. Recommendations were made to approach the Environment Agency and North Worcestershire Water Management to identify how to improve the situation. Cllr S Lewis had arranged a meeting for 21/02/2020.

**20/010 Hopwood Community Centre**

Members were asked how to use the space previously occupied by the showers. Suggestions included:

- to house the artefacts from the Alvechurch Historical Society which is moving out of its headquarters in School Lane.
- To convert to meeting room/s and promote the facility for business use.
- Re-build to provide a better facility (loans may be available to the council)
- Promote the facility perhaps through appointing a student to undertake as a project.

#### **20/011 Wiggin Memorial Playing Fields:**

##### **a) Grant received for storage unit.**

The parish council applied for funding via Bromsgrove DC's New Homes Bonus grant scheme and was awarded £1,480 to install storage facilities on the field to support the use of the field by the football club. Since then the football teams have decided not to use the field, not only because of lack of storage but also because of lack of parking space; additionally the siting of a storage unit would have been criticised by residents.

It was agreed the Clerk would contact Bromsgrove DC to see if there was flexibility regarding use of the grant.

##### **b) To consider resident's request to plant a tree**

Members agreed to the request in principle but would need to establish a policy for such requests to be consistent regarding type of tree to be planted, where, whether it was to be guarded and whether a plaque would be allowed. The Clerk would circulate a policy for the next meeting of the council.

##### **c) To agree input from Community Payback Team – extent of involvement, number of visits per year, costs**

Members agreed the input from the Community Payback Team is much appreciated. The team manager hoped to retain the service at no cost to the council but would notify if this was not possible.

##### **d) To receive update re signage.**

Three options for the welcome sign were put forward. Members agreed to make use of free frames from a sheet metal worker and to appoint a sign-maker to make the sign from artwork provided by Cllr M Worrall. The Clerk would amend the wording to conform to accepted protocol regarding culpability. It was hoped the Highways Liaison officer's team would be able to install the finished article.

The sign is to include notice of the dog exclusion zone around the play equipment area and it was pointed out that this change of policy would need wider publicity.

#### **20/012 Rowney Green Playing Fields and pavilion:**

##### **a) Resident's request to install a commemorative bench**

Since the agenda had been prepared a second request to install a bench had been received from the Rowney Green Association. Both requests were to remember local residents and it was noted the Peter Rippington memorial bench had been damaged and needed to be replaced. As these memorial requests tie in with the request to plant a tree in WMPf it was agreed to prepare a policy for approval by the council regarding donations of benches / trees.

##### **b) Condition of tennis courts**

This would be discussed in more detail at the next committee meeting.

#### **20/013 Alvechurch Village Green:**

##### **a) Operation London Bridge - to consider the tabled policy and to consider / approve related expenditure.**

**It was agreed** to commit £1000 to cover the expense to the parish council in the event of the death of a senior member of the Royal family. Cllr M Worrall would be provided with a key to access the box containing appropriate materials – condolence books, armbands, flag etc. – if the Clerk was not available.

#### **20/014 Picnic in the Park**

##### **a) To consider whether the proceeds from the 2019 event of approx. £700 should be used to purchase a commemorative bench**

Lat year's funds had been split so that £700 had benefited The Lounge and £700 was to go towards the new play equipment at Hopwood. However the Hopwood scheme had been completed so the funds could be spent on something else at Hopwood.

- b) **To consider/approve how money raised at the 2020 event should be used/reinvested.** It was suggested this year's funds, after half is given to The Lounge, could be spent on the Village Green with perhaps a Remembrance silhouette.  
There was mention of funds provided in 2015 that have yet to be spent.

**20/015 Strategic Plan**

- a) **To consider the necessity to collate/formalise a long-term Strategic Plan and Yearly Action Plan for YSR**
- b) **To consider setting up a Working Party responsible for collating topics/proposed actions which can then be used by the office to formulate a DRAFT Strategic/Yearly Plan for committee consideration;** these include the necessity to consider –
  - i) Sports and Recreational Strategy to tie in with the Community Action 5 arising from the adopted Neighbourhood Plan – Promoting Recreational Facilities Related matters: a) Wiggin Development Plan Draft 3.1 dated 22 August 2015
  - ii) Creation of car parks at both WMpf and Rowney Green playing field
  - iii) Suggestion to create wild-play area at the WMpf
  - iv) Review of facilities for hire (Hopwood Community Centre and RG pavilion)Mrs McHugh pointed out the omission of the allotment lease from the Strategic Plan. The Clerk recommended this is progressed by way of a working party.

The time being 9pm the Chairman called the meeting to a close.

Agenda items on the Strategic Plan and Asset Management not covered in this meeting would be considered at the next meeting of this committee.

Mrs Parkinson suggested more frequent meetings to get through all business.

**20/016 Date, time and venue of next meeting:** Monday 22/06/2020, 7pm at Rowney Green pavilion.

Signed.....  
Chairman, YSR Committee

Date.....  
22/06/2020