

.ALVECHURCH PARISH COUNCIL
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Interim Clerk: Tammy Williams

**MINUTES OF THE MEETING OF THE
YOUTH SPORTS & RECREATION COMMITTEE**

HELD ON MONDAY 19th JUNE 2017 AT 7.30 PM

AT ALVECHURCH PARISH COUNCIL OFFICE, GEORGE ROAD, ALVECHURCH, B48 7PB

ysr 17/001 Present: Cllrs A Smith (Chair), T Wallis, M Ball (arrived at 7.47pm) & A Humphries

In attendance: Clerk – Tammy Williams, Dave Ruston, Phillip Aubrey & Ken Wheatley

ysr17/002 Apologies
Cllr N Wise (accepted)
Cllr J Cypher (accepted)

ysr17/003 Election of Chair
It was noted that electing the Chairmanship of the Committee wasn't on the Agenda and should be as it was the first Committee Meeting of the year. Cllr Smith advised those present that Cllr Humphries had recently spoken to him about continuing with the Chairmanship of the Youth, Sport and Recreation Committee (YSR) and that at the time he had stated that he did want to continue in the role but that on reflection, Cllr Smith had since decided that he intended to stand down as Chair of YSR and also resign from Finance & Resources and Planning Committees as well. Cllr Humphries commented that although it is good for Chairs to rotate within the Council, he wanted to check that Cllr Smith was absolutely sure that he wanted to stand down from all his Committee Roles. Cllr Smith confirmed that he did and Cllr Humphries thanked him for all his hard work over the last three years.

It was **agreed** that Cllr Smith would Chair the YSR Committee Meeting tonight as no other candidates came forward to take over the role at this meeting.

ysr17/004 Declarations Of Interest
Cllr Wallis – Allotments (accepted)

ysr17/005 Minutes Of Meeting
The Minutes of the meeting held on 27th February 2017 were checked and signed.

ysr17/006 Clerk's Report to include an update on Action Points from the last meeting:
a) To Receive An Update On The Youth, Sport And Recreation Projects Plan For The 2017/18 Financial Year
The Clerk provided Committee Members with a copy of the planned projects for this financial year and an update on their progress.

ysr17/007 To Consider Current Projects To Include:**a. Wiggin Memorial Playing Fields, to Include:**

- i. To Receive an Update From the Finlay Church Memorial Garden, to include:
- ii. An Update on the Planting Scheme as Received From Philip Aubrey and Budget to be Allocated

Philip Aubrey advised Committee Members that he had been asked to put together a brief for planting around the Memorial Garden which needs to be pretty robust and deer resistant. Suggested plants included Clump bamboos to provide a screen at the back of the planting and which are Japanese themed but do not spread like running bamboos; junipers are also deer resistant. The Designer, Andy de Comyn had suggested acers and rhododendron but Mr Aubrey advised that these will likely be eaten by deer. Mr Aubrey requested a budget and the Clerk advised that she had spoken with Penny Church and £500 was suggested. Mr Aubrey suggested that a sufficient planting scheme would cost between £500 and £1000. The area would need to be sprayed in January prior to planting to reduce competition and sprayed again 8 weeks later. Planting would begin in spring 2018. Cllr Smith queried whether planting could begin before so that the garden could be completed but Mr Aubrey advised that plants, such as bamboos, are planted in the spring months.

At 7.47, Cllr Ball joined the meeting.

Philip also advised that hydrangea are not too expensive and can provide a range of coloured flowers; holly, berberis and other plants would also be suitable. Philip Aubrey agreed to send the Parish Council a brief for planting.

It was noted that help from the Footpath Group would be appreciated when the work is carried out.

At 7.50pm Philip Aubrey left the meeting.

- iii. A Proposal to Gain 3 Quotes to Reinstate Concrete Surround Around the Paddling Pool Area

It was noted that following the work by the Probation Service to fully clear the edges of the paddling pool, the paving stones that were exposed were broken and needed to be replaced. It was suggested that a frost-resistant, non-slip PAV 2 concrete surface with wire mesh be installed as well as repairs carried out to the retaining wall of the paddling pool. Andy de Comyn will also need to put a concrete barrier in at the end of the paddling pool as the railway sleeper he installed has already been removed. Payment for this work is not budgeted for and as such would need to come out of the Parish Council's Contingency fund. This work should be undertaken as soon as possible. Councillors debated the requirements and it was stated that the area would need to be dug out, hardcore put in and topped with non-slip layer of concrete which needs to be frost resistant (by adding anti-frost additives).

ACTION POINT: The Clerk to get three quotes

ACTION POINT: The Clerk to ask Andy de Comyn to install a concrete barrier at the end of the paddling pool.

- iv. To Receive an Update From the Wiggin Development working Group and to Consider the Next Steps for the Public Consultation Process

Committee Members were advised that a recent Working Group meeting, the members present had discussed next steps for the public consultation process. Cllr Ball had suggested that the decision making process be based on a Decision Matrix. Cllr Ball was tasked with providing an example of this for the Working Group to review at a later date and should be based on the results of the mini-consultation carried out at Picnic in the Park. With regards to the next stage of the Consultation process, Working Group members were concerned that more than one response could be received from an individual and as such options had been discussed. The Consultation Response sheet had been amended to include the post code and house number of the respondent; although it was conceded that more than one resident at an address may respond. The Working Group also agreed that they would survey the Middle School pupils before the end of term. It was suggested that our project plan should be forwarded to Jackie Boreham at Bromsgrove District Council.

ACTION POINT: Cllr Ball to put together an example of a Decision Matrix

ACTION POINT: The Clerk to email the project plan to Jackie Boreham, BDC

ACTION POINT: The Clerk to arrange a meeting with Jackie Boreham and John Godwin, BDC, to clarify the VAT situation if BDC run the tendering process.

ACTION POINT: The Working Group to visit other play areas to view the proposed options

v. To Receive an Update on Tree Surveys

It was noted that originally an appointment had been scheduled between Cllr Smith, the Clerk and Gavin Boyes, Senior Tree Officer, Bromsgrove District Council but this had been cancelled. The subsequent meeting was arranged at short notice and the Clerk had not been included in the meeting. Comments made by Gavin Boyes regarding the trees at the Wiggin Memorial Playing Fields included advising that there is some epicurial growth on the avenue of trees and that the horse chestnut trees are beginning to heal themselves. Gavin Boyes will send Alvechurch Parish Council a report of his findings for Council consideration.

ACTION POINT: Cllr Smith/The Clerk to ensure Tree Officer report is received

ACTION POINT: Cllr Smith to undertake a site visit with the Clerk round the trees surveyed to appraise her

vi. To Receive an Update From the Picnic in the Park Committee and to Consider Proposed Use of Funds Received

Cllr Wise advised Committee Members that at a recent Picnic in the Park Committee Meeting, the Committee Members had considered how the raised funds could be spent. Possible options included contributing some funds to purchase new Christmas decorations or potentially accumulating

Cllr Wise also advised that the Committee wanted to hold the 2018 Picnic in the Park on the Sunday of the second bank holiday in May. Committee Members **agreed** that the 2018 Picnic in the Park could take place on the second bank holiday in May

Cllr Wise advised Committee Members that a better sound system is required for future events.

ACTION POINT: The Clerk to consider this when reviewing any grant opportunities arising and forward any suitable grant opportunities to the PIP Committee

vii. To Consider Improving the Bollards

Committee Members were provided with some information collated for improving the bollards at the Wiggin Memorial Playing Fields. Committee Members noted that they would like to understand how these bollards are vandal proof.

ACTION POINT: The Clerk to provide greater detail on how they bollards are deemed vandal-proof.

b. Hopwood Community Centre & Playing Field

i. To Note the Work Being Carried out on Hopwood Community Centre Floor

The Clerk advised Committee Members that Cllr Worrall had been advised today by the Flooring Contractor that there will be an issue with the floor levels into the kitchen once the new floor is fitted. This has become apparent since the floor was taken up. The Clerk and Cllr Worrall would be meeting with the flooring contractor to discuss the matter further tomorrow.

Committee Members were inclined and **agreed** unanimously that the budget for fitting a new floor could be increased from £6000 to £7000.

ii. To Receive an Update on the Installation of New Windows and Doors

The Clerk advised that the instruction to proceed with the installation of the new doors and windows will be sent once the flooring has been installed.

iii. To Consider Finishing Dates for Football and the Need to Rest Pitches Here and Rowney Green and to Note the Agreed Changes to Contracts

Cllr Smith updated Committee Members that he and the Clerk had worked on new contracts together. It was noted that the Parish Council hadn't put up the costs of hiring our pitches in a long time. The new contracts reflect that there is a discounted rate for local teams.

Cllr Smith asked Dave Ruston to ask Pete Gwilliam to provide the Clerk with copies of their insurance documents. It was also noted that the parking arrangements remain unchanged but a Parking Addenda had been provided with the new contracts.

Cllr Smith advised Dave Ruston that the law states that all portable goals need to be pegged down in line with Health & Safety Requirements.

ACTION POINT: Dave Ruston to pass the new contracts to Pete Gwilliam

ACTION POINT: The Alvechurch United Sunday League Managers to ensure all portable goals are pegged down

ACTION POINT: Pete Gwilliam to provide the Clerk with a copy of their insurance document

Cllr Smith also advised that he had spoken to one of the Football Managers about a broken football goal at Rowney Green Playing Fields which our Grounds Maintenance Contractor has since chained to a tree to prevent its use.

Cllr Smith also advised that weedkillers cannot be used when line marking out the pitches and that our Grounds Maintenance Contractor will re mark the lines if requested. Nor should any football managers cut the grass; this should be carried out exclusively by our Grounds Maintenance Contractor.

Dave Ruston noted that the rates for the non-Alvechurch based teams for Hopwood and Rowney Green were the same as each other and he would suggest that there should be a differentiation as Hopwood has showers available for use whereas Rowney Green does not.

ACTION POINT: The Clerk to review the rates in 2018

Cllr Smith also advised Dave Ruston that the pitches at Rowney Green and Hopwood Playing Fields need to be rested until the middle of August. It would be ok to train on Tuesday nights but not play matches. If the football teams wish to play on any other nights than Tuesdays then they should let the Clerk know.

ACTION POINT: Dave Ruston to send the Clerk a list of training dates

ACTION POINT: All football managers should return their keys to our buildings for the summer break

iv. To Consider Clearing Around Building, Bund and Driveway

It was noted that weeds and nettles had grown considerably around Hopwood Community Centre, along the bund and alongside the driveway.

ACTION POINT: The Clerk to contact our Grounds Maintenance Contractor to clear the weeds.

v. To Consider Removing The Conifers Backing Residents' Housing

It was noted that following Storm Doris one conifer had already been removed. There are a line of conifers on the boundary between the houses and Hopwood Community Centre that are 20-30 years old.

ACTION POINT: The Clerk to write to the homeowner of the house affected to ascertain if they would object to the Parish Council taking the conifers out.

c. Rowney Green Pavilion & Playing Fields to Include:

i. To Consider Replacing the Basketball Hoop in Playground at Rowney Green Playing Fields

Cllr Wallis advised that it is in a bad state of repair and the backboard is bowing but the upright is sturdy. It is a well used item at the playground.

ACTION POINT: The Clerk to research costs for replacement.

d. To Consider the ROSPA Reports for the Wiggin Playing Fields, Rowney Green Playing Fields and Hopwood Playing Fields

Cllr Smith noted that all actions on the report were low risk. Cllr Smith also advised that one of the fencing slats at Rowney Green Playground is broken.

ACTION POINT: The Clerk to arrange for the fence to be fixed.

e. To Consider the Grounds Maintenance Tendering Process

Committee Members were advised that the Clerk had sent the document to Richard Levett of CALC for advice on the current legislation contained within. Cllr Ball raised the special requirements stated within the Terms & Conditions of the Sport England grant and whether these should be part of the document.

Cllr Humphries advised Committee Members that the contract is put out for Tender because of the value of the contract and to ensure that we are getting good value for money.

ysr17/008 To Receive an Update on The Lounge

Cllr Humphries advised that Bill Ulyett had put together a bid for New Homes Bonus Funding to help the Lounge financially to provide services for older people in the community. Cllr Humphries had suggested to Bill that the Lounge should consider how they can integrate their service provision with existing groups in the community as this would help to ensure the services can be provided in the long term.

ACTION POINT: Cllr Humphries to write a letter of support to accompany the Lounge's application. Cllr Humphries to circulate the letter round Councillors for comments first.

ysr17/009 To Receive an Update on the Allotments

Cllr Wallis advised that all plots were being tended with the exception of one and Cllr Wallis would in the first instance ask the plothead if they would consider having their plot strimmed to keep down the weeds. After that then the Allotments Constitution states that we will write to the plothead.

Ken Wheatley queried about keeping bees at the Allotments. Ken was advised that the Allotment Constitution states that livestock cannot be kept at the allotments; the site is also next to a school.

ysr17/010 To Note Any Further Information, Outstanding Items and Items for the Next Meeting

To elect a Chair for the Committee

The next Youth, Sport and Recreation Committee Meeting is planned for 7.30pm on 30th October 2017 at Hopwood Community Centre

The meeting ended at 9.15pm

Signed
Chairman

Date