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MINUTES OF THE MEETING OF THE

YOUTH SPORTS & RECREATION COMMITTEE

HELD ON MONDAY 25th FEBRUARY 2019 AT 7.30 PM

AT HOPWOOD COMMUNITY CENTRE, REDDITCH ROAD, B48 7TL

Please note, agenda items were considered in the order as minuted below.

YSR 18/027 Present: Cllrs A Smith (Chairman), M Ball, J Cypher, A Humphries, N Wise

In attendance: Dave Ruston (Football teams' representative)
Eileen McHugh (Allotments representative)
Louise Parkinson (Picnic in the Park representative)
Tammy Williams, Clerk; Gill Lungley, Support Officer

YSR 18/028 Apologies

Cllr T Wallis (school governor duties); Penny Cole, Samantha Ogston, Clare Shield

YSR 18/029 Declarations of Interest

Members were reminded to declare any disclosable interests.

- Cllr N Wise: ODI, allotment holder
- Eileen McHugh and Louise Parkinson are allotment holders.

YSR 18/030 To Approve and Sign Minutes of Meeting held 29/10/2018

The minutes were approved as a correct record of the meeting apart from doubt as to the venue and attendance. It was agreed to check this before signing acceptance.

YSR 18/031 Clerk's Report: including actions completed since last meeting, report of complaints, emergency expenditure and matters arising from previous meeting.

.1 Tree projects at the Wiggin Field and Rowney Green and any progress made

Update:

- a) WMPF trees subject to surgery: Support Officer to action request for quotes and provide spec including identifying exactly which trees need the work.
- b) RGPF leylandii height reduction by one third was due to start 24/02/2019 (Devon Finney) but delayed due to surgeon unavailability.

.2 Finlay Church memorial garden

An independent risk assessment of the lovelock tree had been undertaken; discussed in more detail at 18/037.

.3 Allotments

Update see 18/032.

.4 Football Teams

- a) Update on goal post storage, RGPF
Posts are now inside the pavilion main room against the wall.
Update see 18/033.

.5 Update on Wiggin Field and Play Equipment

- a) Maintaining zip wire tension/training
Update: Sutcliffe has re-tensioned the cable run; they are generally in the area and will attend when asked. Other issues relating to the slide's undercarriage red caps.
- b) Board Walk issues. Update see 18/038.

.6 Projects for the 2019/20 financial year:

Wiggin Memorial Playing Fields

- Signage in the play area – specific requirements will be notified following RoSPA's full risk assessment of whole playing field next month.
- Tree Surgery for those trees identified as requiring work at the 12-month stage Support Officer to action
- Replacement trees in the avenue. Possible public purchase Suitable alternatives to those that are to be felled. Plaque installation if funded by public as an alternative to memorial benches.
- Removal of old dug-out, as recommended by the tree survey. The Place Team is to be asked to remove it.
- Re-paint toddler play equipment and monkey bars (and benches?)
For 2019/20 budget / action.

Rowney Green Playing Fields

- Tennis court cleaning will be attended to by the Grounds Maintenance Contractor for end/start of 2018/19 - 2019/20 season.
- Repairing the guttering on the Pavilion that has probably been dislodged by footballers will be attended to by the Caretaker.

.7 Bench seats at Rowney Green playing field

The two benches that have been in storage at Rowney Green had been intended to replace the old benches at the two Hopwood bus shelters. However the supervisor in charge of relocating the benches from Rowney Green deems they are too heavy to shift from current site. Instead it was agreed to use one of the benches as replacement for the damaged Peter Rippington memorial bench at Rowney Green playing field and the other is placed somewhere on the field where it will provide a useful seating facility for field users.

.8 Risk Assessments and PAT testing

The Support Officer is in the process of carrying out Risk Assessments at all sites. All electrical equipment at both Hopwood and Rowney Green facilities was PAT tested 11/01/2019.

The standard Health & Safety Executive advisory notice will be purchased for all sites.

.9 Hopwood Flooring.

The gaps in the skirting are to be investigated with TopMark Ltd. It was suggested Cllr M Worrall might be of assistance with this.

It was noted the bottom of the hall's fire door by the kitchen was catching on the floor.

YSR 18/032 To Receive and Consider an Update from The Allotments Association

Eileen McHugh for the Allotment Association provided a progress report since the last meeting:

- a) The whole site now looks tidier after removal of household rubbish and plot holders will be reminded to remove rubbish at the AGM in two weeks' time.
- b) There is now only one allotment available and two names on the waiting list.
- c) Roadway entrance: in progress via R Clewer (WCC Highways); repair was done but this was damaged by subsequent roadworks (Ringway).
- d) Finance: all invoices have been issued and payments are coming in. Claire Mason, Assistant Clerk, currently collects funds in the parish council office.
- e) Bank mandate update is in hand.
- f) Letters were sent out to all allotment holders regarding use of weed killer.

g) Claire Mason, Assistant Clerk, will carry out weekly checks.

Mrs McHugh left the meeting.

YSR 18/033 To Receive and Consider an Update from the Football Teams' Representative Dave Ruston:

- It was noted that over the year there had been less usage at Hopwood and Rowney Green playing fields and none at the Wiggin Memorial playing field but the good weather had meant fewer cancellations.
- The issue at Hopwood is the siting of the football pitch in order to maintain the appropriate distance from play equipment, but it is likely the pitch will be required again next season. It is thought unlikely the site could accommodate two pitches.
- The issue at Rowney Green is car parking; no meeting has been held with the Village Hall committee yet to sort out the differences, and it is feared the building of a bungalow near the site will add to parking problems. The Club would not be averse to allowing car parking on the site.
- The Alvechurch FC move to Washhills is taking time; next season it is envisaged that no more than two or three teams will be playing there.
- For the Wiggin Memorial Playing Field, the lack of facilities, especially lack of any storage, and parking issues has meant the field is not used. The Club would welcome the installation of a storage unit or shed and would provide the preferred dimensions.
- The meeting discussed the pitch maintenance; concern was expressed that the stipulated maintenance programme was not being followed. Members noted this would impact on the budget. The groundsman would be consulted well in advance of the start of next season.

Mr Ruston left the meeting.

YSR 18/034 To Consider matters relating to the Wiggin Memorial Playing Field

- **Barrier** When locked, the barrier causes concern for some Meadow Lane residents such that whilst the car park could still be used by most vehicles, high-sided delivery vehicles cannot access the car park to turn round. The Parish Council had discussed this at their meeting in December 2018 (minute no. 18/115) and had agreed to discuss further with Meadow Lane residents. Notwithstanding further discussion, a request had been submitted asking for the barrier to be unlocked to allow for delivery of furniture to a house in Meadow Lane. The committee agreed to delegate authority to the Clerk to provide the code as and when required and would refer this to the next meeting of the Parish Council.

YSR 18/035 To Receive an update on plans for the Picnic in the Park 2019
Cllr N Wise

- More than 40 stalls have been applied for and there were 45 entries to the annual logo competition – the winner is aged 10 years and is a pupil at the Middle School.
- Nothing radical is being proposed; bouncy castle, animals from Dudley Zoo etc. The details will be notified to the Council's insurance broker to ensure adequate cover.
- An alternative method of transporting stalls to the site via large trollies is being considered, to reduce traffic in Meadow Lane.
- Beneficiaries will be The Lounge and Hopwood playing field.

Mrs Parkinson left the meeting.

YSR 18/036 To Receive and Consider an Update from The Hopwood Play Equipment Working Group to include approval for the tender document

Funds totalling £29,000 have been raised, helped by a lottery grant of £10,000. The working group had drafted a tender document which will be put to the Parish Council's next meeting for approval.

The council is obliged to use the Contracts Finder website and will also advertise in a local paper. The Clerk will check the finer points with Bromsgrove DC Leisure and Recreation officer.

Cllr Ball left the meeting.

YSR 18/037 Finlay Church Memorial Garden – lovelock tree

RoSPA are to carry out two inspections – one for the play equipment in March and the other for the whole field in May.

Concern had been raised that the proposed lovelock tree may present a safety risk to children and an independent check had confirmed some issues. It was suggested that perhaps a hedge or rockery could be sited in front of it. It was agreed to install the lovelock tree on a date prior to the second RoSPA visit for an independent opinion. The hedging to the rear (south) of the garden is to be laid by Andy de Comyn, with materials supplied by Dave Ward.

The Clerk and committee Chairman will speak to the relevant parties.

YSR 18/038 Wiggin Memorial Playing Field boardwalk

The boardwalk is failing in several places due to lack of ground support. Cllr Humphries has been contacted by the Bromsgrove Probation Service on other matters and will forward contact details to the Clerk to see if the Probation Service would be able to help with repairs.

Members were reminded the boardwalk was originally installed by Adrian Bytom and the committee Chairman would contact him.

YSR 18/039 To be aware of the review of fees charged for hiring premises

This item for noting only.

YSR 18/040 Date and Time of the Next Meeting

The date of the next meeting is Monday 24th June 2019, 7.30pm

The meeting ended at 9.37pm

Signed
Chairman

Date