

**Recreation and Parks Committee Meeting
8th October 2014**

Present : Councillors R Butler (Chairman), S Gardner, Y Wilson and V Wood.

Apologies Approved: Councillors L Attewell, H Brumpton, M Gable, W Handbury and J Rhodes.

In Attendance : Councillor I Shaw and the Clerk.

The meeting was held in Studio 4 of Cotgrave Leisure Centre and started at 7.00pm.

Declarations of Interest

1071 None declared.

Public Open Session

1072 No members of the public attended.

Minutes of the Previous Meeting

1073 **Resolved** : "That the minutes of the meeting held on 16th July 2014 be received and confirmed as a true record".

Progress

1074 M1058 Forest Close Allotments

Councillor Butler has received a complaint regarding the colour of the new fencing around the allotments.

Councillor Butler has written to the resident and explained that it is new but will hopefully tone down as it becomes weathered but is a good secure fence for the allotments.

1075 M1062 Beech Tree at the Cemetery.

The Clerk explained that two further surveys have been conducted on the safety of the beech tree and they both state that the tree is not in good health and should be removed.

The Clerk is arranging a meeting with members of the church committee to discuss the removal of the tree.

1076 M1068 Hollygate Lane Closure

Some Councillors noted their disappointment in the extension of time required to complete the road works.

Additional work have been completed by Barratts during the road closure including an additional footpath towards the scout camp.

Councillor Wood has asked Barratts to produce a 'gant chart' to allow residents to have an idea of timescale for the projected projects.

Barratts have said they will be designing a chart and this should be available soon.

1077 M1069 Grass Cutting at Arthur Ridley

Councillor Wood has tried to contact Cotgrave Colts Football regarding the issue of grass cutting at Arthur Ridley sports ground. He has not been successful.

Financial Matters

1078 Payments

Resolved: "That the payments made since the last meeting totalling £11355.20 as recorded on page 10, be approved and the invoices awaiting payment be paid".

Matters Arising

1079 Councillor Shaw asked why tyres were needed already for the new scag mower.

The scag mower comes with tyres but we needed the heavy duty tyres on the machine to help travel over rough ground and on some on the banking that requires mowing.

Play Area Inspections carried out on 23rd September 2014

1080 Ring Leas

In good order.
Trees need pruning over park sign.
Additional litter pick required.

1081 Maddison Park

In good order.
New sign required. The sign is old and has the wrong telephone number. A new sign is on order.

1082 The Green

Satisfactory.

The safety surfacing wet pour is shrinking in small areas. Very low risk.
Roundabout – Cap replaced.
Swing Pod – monitor the bushes and bolts.
Clean out grates – ongoing
Litter bin lids - missing

1083 Cotgrave Futures

In good order.
Multi Play Unit wooden surfaces have been stained.

1084 Broadmeer

In good order.
Monitor the rubber the double perch seat.
Junior & cradle swings to be cleaned. Ongoing.
Paint work required on the swing frames.
Bark requires rotovating.

1085 Former Tennis Courts (MUGA)

In good order.
Pod Seating – graffiti noted.

1086 Grassmere

Satisfactory.
Paintwork required on play equipment.
Cradle and Junior Swings rubber seating is being monitored.
Goalposts are being monitored.
Basket Ball Hoop – sign required.
Multiplay Unit 1- crack in wood – part on order, original part sent is not the correct part required.

1087 **Resolved** : "To accept the report".

Groundsman's Autumn Schedule 2014

1088 Play Areas

Grassmere

Painting – Multiplay Unit 1 and 2, cradle and junior swings- started April 2013, not completed.
Goal Mouths – Top soil & Seed (Spring)
Rotovate Bark – ongoing. Bark topped up 19th June 2014.
Multiplay – timber rotten – to be replaced – part on order. Incorrect part sent, waiting for correct part to be send.
Rotovate Bark – ongoing/ New bark topped up on 19th June 2014.

Ring Leas

Goal Mouths – Top Soil & seed (As and when necessary)
Buffer Zone – requires strimming -
Cut back trees from sign.

Broadmeer

Painting – junior/cradle swings – Top Bars only
Cleaning of junior and cradle swings – ongoing
Rotovate/weed bark - ongoing

The Green

Weeding – ongoing
Clean out grates – ongoing
Painting – Large multiplay
Replace missing cap from roundabout. Cap replaced.

General Maintenance

Tree Grates – Clear at Shopping Centre (Done on 23/5/14)
Forest Close Allotments Car Park – Spray with Weedkiller – Ongoing
Tidy Up Shrubbed Areas – On Going
Buffer Zone at Spring Meadow – Clear of litter – Ongoing
Shopping Centre/Car Park Areas – ongoing weeding
Painting of litter bins

Cotgrave Futures

Multi play equipment to be stained – completed Summer 2014

General Maintenance

Tree Grates – Clear at shopping centre- Carried on 23/5/14
Forest Close Allotments Car Park – Spray with weed killer – ongoing
Tidy up shrubbed Areas – On going
Buffer Zone at Spring Meadow – Clear of Litter – ongoing
Shopping Centre/ Car Parks – ongoing weeding
Painting of litter bins – as and when required.

Cash Machine Building

Repair guttering

Indoor / Wet Days

Inventory (Now required - April 2014)
PEA Testing – Pavilion, CTC Office and Serendipity (Carried out Nov 13)
Service Equipment & Tidy stores

1089 **Resolved** : "To accept the report".

Inspection Report for Other Facilities 23rd September 2014.

1090 Pavilion

Main Gate – In good order.
Access Gate – In good order
Roller Shutters/Main Door – In good order
Windows – In good order
Changing Rooms – In good order.
Storage Rooms – In good order.
Toilets – toilet to side of showers still out of order- otherwise satisfactory,
Shower Block – In good order.
Kitchen – In good order
Kitchen – In good order
Exterior of Building – In good order
Grounds – In good order-
Meter Cupboard – In good order
Fire Equipment – x4 extinguishers and fire blanket in place.

1091 Shopping Centre

CCTV Signs – Co-op/Library/Opticians/Lou's/Eastmoor/Broadmeer/Thorntons Close
West Furlong/Grassmere – are all in place
Paved Areas – in good area (Raised paving slabs noted on parts of the shopping area –
Reported to Rushcliffe Borough Council, Clerks of Works from Rushcliffe has viewed the problem
areas)
Back of Shops – In good order.
Candleby Lane Steps – In good order
Car Park 1 – back of Breadshop – in good order
Car Park 1 – Shrubbed Area – in good order
Car Park 2 – in front of library – In good order
Car Park 3 – In good order
Weeds in car park area – in good order - ongoing
Tree Grates – In good order – cleaning out – ongoing
Cash Point – In good order. Guttering replaces replacing.

1092 The Green

Shrubbery – in good order.
Trees - in good order.
Paths – in good order
Benches – in good order
Knee Rail – some repairs required
Coal Trucks/Wheels – in good order
Monkey Bars – in good order
Teen Shelters – In good order
Vehicle Restrictor – in good order
Marie Curie Plaque – in good order

1093 Eastmoor (RBC maintained)

Shrubbery – in good order
Cleanliness – in good order
Fencing – In good order
Litter Bin – In good order

1094 Allotments

Burhill – In good order
Car Park Area – In good order

Forest Close - in good order.
Car Park – in good order- weedkiller on going
Fencing has been replaced.

1095 Other Items

Lingford Boundary – In good order
Futures – External Grounds – in good order
Football Pitch adjacent Allotments – in good order
Lamp Columns (Deployables) West Furlong/Eastmoor/Green/Grassmere now in situ.
CTC Finger Posts – an inspection has been carried out by Malcolm Lane to consider replacing.
Two fingerposts have been removed due to safety issues.
A grant from NCC LIS scheme has been applied for to replace the fingerposts.
CTC Notice Boards – in good order

Community Notice Boards – in good order
War Memorial – Repair completed but failed, a further repair now required by specialist firm.
Hawthorne Avenue Trees – Minor pruning has been carried out – in good order
Grit Compound – in good order.
Vandalism – None reported or found

Burhill Allotments

1096 An allotment holder had asked if grass cuttings for private gardens could be brought on to the allotments and used in the composting bins.

The Clerk downloaded the National Allotment Society leaflet on Compost, bonfires and waste disposal. The leaflet suggests a mix of brown and green waste creates the best compost.

Council had asked the Burhill Allotment Association to comment on this and they wished to maintain the rule in the Councils' tenancy agreement that states 'only waste produced on the allotments is allowed and no waste can be brought on to the allotments.

Council agreed to maintain this ruling.

Play Equipment

- 1097 The play equipment supplied by Council is becoming very dated and some needs consideration for replacement.

The Clerk is attending the National Conference for Local Council Clerks and has requested if brochures and information can be found regarding new play equipment for future further discussion.

- 1098 **Resolved** ; 'To allow the Clerk to collect information on new play park equipment'

Annual Firework Display

- 1099 The annual firework display is planned for Friday 7th November 2014 from 7pm. The event is taking place on the Cotgrave Welfare Field.

- 1100 The Council cover the cost of the fireworks and all other responsibility of the event is covered by Cotgrave Welfare.

If any Councillors could help with marshalling on the evening, please inform the Clerk.

Annual Tree Inspection

- 1101 The Clerk is obtaining quotes for an annual tree inspection of all trees considered the responsibility of the Council.

The areas to be considered are Madison Field, Grassmere play area, The Green, Hawthorn Avenue, Cemetery and Ring Leas Park.

The Council require a tree policy and has been noted since the branch drop from the Beech Tree in the summer.

Quotes will be brought to Council at the next Full Town Meeting on 3rd December.

Hedge and Tree Cutting Works

- 1102 Two quotes have been received for cutting the hedge running alongside the Burhill Allotments. The hedge is very overgrown. The first quote received from JA Kents Ltd quoted £420.00 + vat to cut the hedge, the second quote was from Streetwise was £985 + vat.

- 1103 **Resolved** : 'For J A Kents to cut the hedging at Burhill Allotments'

- 1104 Streetwise had quoted for additional tree work at Ringleas Park as requested by the Clerk but the prices were higher than expected and more quotes would be found and this would be discussed again at the next meeting.

Woodland Trees

- 1105 Councillor Brumpton was not at the meeting to update the Council on the woodland trees and produce any of the relevant paperwork surrounding the trees as requested by Councillor Wood at the previous full town council meeting.

Correspondence

1106 Unison

A letter has been received informing Council that the ballot held in June 2014 had decided to call a discontinuous strike by Unison for 14th October 2014.

- 1107 A letter has been received by Councillor Shaw from Russ & Penny Hamer reflecting on their happy times living in Cotgrave.

1108 Nottingham & Nottinghamshire Age UK

Age UK has sent copies of their new Age UK Nottingham & Nottinghamshire service information leaflet. The leaflet contains up to date information on all products and services they currently offer.

1109 Rushcliffe Community & Voluntary Service

Rushcliffe Community and Voluntary Service Annual General Meeting is being held on Tuesday 28th October 2014 at The Grange, Vicarage Lane, Radcliffe on Trent, Nottingham, NG12 2FB from 11.40am.

1110 Rushcliffe Borough Council

The agenda has been received for the Rushcliffe Town and Parish Forum being held on Wednesday 15th October 2014 at Rushcliffe Civic Centre.

1111 Framework Knitters Museum

An invitation has been received to view the new Interactive Luddite Drama at the Framework Knitters Museum in Ruddington on Tuesday 21st October at 6.00pm.

Clerk's Reports

- 1112 The kneeling rails that were broken or damaged around the grass on The Green have been replaced.

- 1113 The Clerk had been asked to inform Council about the passing of Reverend Brian Barrowdale, who passed away peacefully on 29th September 2014, at home with his wife by his side.

- 1114 The Clerk has contacted Barry Martin of St John Ambulance, to enquire if they would be willing to run a training session on how to use the community defibrillators.

Barry Martin has agreed to run a session and will ask the St John Ambulance group when they would be able to run the session.

- 1115 The quotes for the Christmas tree for the precinct are being considered and an order will be placed soon.

A resident has very kindly offered to pay for the Christmas tree but this has been declined after all the negative press Cotgrave Town Council received regarding last year's tree.

- 1116 Hags play equipment have send an email stating that they have a sale of play equipment available, the Clerk will contact and get a brochure.

Councillors Reports

- 1117 Councillor Wilson and Butler attended the Friends of Cotgrave Country Park meeting.

The Country Park having task days on 14th, 21st October and 11th November, for more information, contact Lee Scudder at Nottinghamshire County Council.

The country park has five volunteer wardens who help with litter picking and minor duties around the park.

Maps are being designed for the wardens to hand out to users of the country park.

The Friends of Cotgrave Country Park are compiling a wish list for improvements to the park.

The local schools are doing a history project about the park.

The Diamond Anglers Club who use Heron Lake now have their own website, cotgraveanglers.com.

Ash Lea School are having problems at the moment accessing the site with a vehicle.

Councillor Shaw commented on The Rushcliffe News having very little information in the publication regarding Cotgrave on the Cotgrave page and asked how to get more articles about Cotgrave into this publication.

- 1118 Councillor Shaw informed that a book of condolence has been placed in All Saints Church for Revd. Brian Barrowdale.

- 1119 Councillor Shaw informed the WWI Memorial Book is now complete and the book needs to be embossed at AR Signs.

- 1120 Councillor Butler enquired if Council have received the five free bags of gritting salt.

The Clerk confirmed we had ordered the salt but not received it yet.

1121 Councillor Wood updated on the Christmas Lights committee, this is a very small group of volunteers organising the event and more volunteers will be needed on the day.

There being no further business the meeting ended at 8.52pm.

Chairman..... Signed as a True Record (Date).....