



DRAFT MINUTES

SPORTS FACILITIES COMMITTEE MEETING

Tuesday 16th November, 7.00pm

Conference Room, Haddenham Village Hall and remotely via Zoom

Attendance in the room:

Cllr D Truesdale, Cllr J Brown, Cllr N Kidby, Mr B Wilson (Tennis), Mr R Mott (Table Tennis), Mr R Aitkin (PFMC Secretary), Mr I Bamford (HSSC), Mr N Pritchard (Senior Football).
Clerks: Ms S Gilbert (Clerk) Ms E Marsden (Deputy Clerkone members of the public present

Attendance via Zoom:

1 member of the public

SF22 25 APOLOGIES OF ABSENCE

Apologies were received and accepted from Cllr John Wheeler and Mr Andy Roff

SF22 26 DECLARATIONS OF INTEREST

None

PUBLIC PARTICIPATION

None

SF22 27 MINUTES

It was **RESOLVED** to accept the minutes of the 28th September 2021 with one small amendment.

SF22 28 FINANCES

- (i) The Deputy Clerk confirmed receipt of transfer of funds from Playing Fields Management Committee. The Deputy Clerk circulated a financial summary of the expenditure on the pavilion since the formation of the Sporting Facilities Committee. This was **NOTED**.
- (ii) The Clerk confirmed the set-up of a Direct Debit for the water – noting there is an outstanding balance of £307. The electricity requires the closure of the existing account by the previous PFMC Treasurer. It was **AGREED** that this would be done as soon as possible and passed to the Parish Council.

SF22 29 LICENCE FOR SPORTS CLUBS

The Deputy Clerk thanked the sports clubs for their input. With the different clubs playing at different times throughout the season, it was **RESOLVED** that the invoice term would start from the 1st April 2021. It was **AGREED** the Deputy Clerk would send an invoice to the cricket team which reflected their usage of the pavilion and cricket ground during the 2021 season.

SF22 30 HEADS OF TERMS FOR HADDENHAM SPORTS AND SOCIAL CLUB

The Deputy Clerk apologised for the lack of progress with the Heads of Terms for the Sports and Social Club. The document was still with the Parish Council solicitors.

SF22 31 MAINTENANCE OF BUILDINGS

- (i) The Clerk gave information that Buckinghamshire Community Energy were currently prioritising improvements to the Village Hall. It was hoped that the pavilion could be included within this project, with the view to obtaining Community Board funding. This was NOTED.
- (ii) The Deputy Clerk provided a proposed plan of the kitchen refurbishment from a contractor. It included base and wall units, worktops, sinks, fridge and decoration and removal of the old kitchen. It was **AGREED** that this style of kitchen fits the layout of the pavilion better than stainless commercial units which would be too big for the space. It was **RESOLVED** to **RECOMMEND** to the Facilities Committee that the Kitchen refurbishment is considered with a budget of £7,000. It was **NOTED** that the plan looked like it included LED lighting and it was **AGREED** that improvement in the lighting would be significant improvement for energy use. The Deputy Clerk will confirm if this is included in initial Contractor quotation and if not obtain a quotation for new lighting.
- (iii) The Deputy Clerk confirmed the repairs to the roof, guttering and soffits has been completed.
- (iv) The Deputy Clerk confirmed an outside tap has been installed by the kitchen. The tap is linked to the mains pressure and has to be turned on from within the pavilion. It was **NOTED** that a lever inside would be easier to use to turn the tap on.

SF22 32 GROUNDS MAINTENANCE

- (i) The Football Club (Seniors) had no problems with the grass cutting. It was NOTED that the concern of regarding the length was actually not a problem and it was playing well.
- (ii) The Deputy Clerk confirmed the Autumn maintenance of the football pitches have been completed and it was **NOTED** that the grass was in better condition, especially noticeable at Tibbs Road.
- (iii) The Clerk gave information on the tree planting scheme which is due to commence over the winter months. There are areas identified in Woodways Recreation Ground including a blossom corner between the entrances to Roberts Road and Hedge Furlong. It was **NOTED** that the maintenance of the trees (planting, watering etc) is included within the scheme.
The Mill End Close hedge clearance has now been completed and it was **AGREED** that trees would be planted to close any gaps and a removable post would be installed in the larger gap to prevent unauthorised motor vehicles access onto the recreation ground.

SF22 33 NEW BENCH

The Clerk gave details of a request for a memorial bench on the recreation ground. It was **RESOLVED** to allow a bench and suggested place would be within the new blossom circle when it has been planted. The Clerk will advise the applicant accordingly.

SF22 34 NEW FACILITIES

- (i) The Clerk and Deputy Clerk gave information on the new Pavilion on Tibbs Road. A Contractor has been appointed and the first contract meeting is on the 18th November. The pavilion will have three sets of changing rooms for two teams and officials. A small function room and an office. This was **NOTED**.

- (ii) The Clerk and Deputy Clerk along with Mr Cliffe met with Dandara to discuss the new cricket ground at Aston Road. Dandara has had the topography of the land for the burial ground surveyed and we are awaiting that report. This report will form the basis of applying to the Environment Agency to get the necessary permissions to create a burial ground. We hope to be in receipt of the survey soon. The Parish Council has agreed with Dandara that the land for the burial ground will be transferred to the Council as soon as possible, prior to the remainder of the open spaces and has also asked in the land for the new pavilion can be transferred at the same time. The Cricket ground itself will be the last area to be laid out as this currently forms the site pound. Mr Cliffe has shared the required specification to ensure the new facility will meet ECB standards and offered to put the Parish Council in direct contact with the relevant person at the ECB.

As part of the discussion, it was suggested that any additional spoil could be used to make some grass mounds on the boundary with the burial ground which would provide attractive screening and could be used for an archery back drop. It was **RESOLVED to RECOMMEND** to the Facilities Committee that these mounds are considered to encourage usage from another sports.

The timescales for the development of the burial ground and cricket ground were discussed. It is hoped that the burial ground land will be transferred in 2022 with the cricket ground to be completed and ready for use in 2025. The early transfer of the pavilion land would allow it to be built and ready for use when the pitch is ready.

- (iii) Cllr Truesdale requested that the new playground at Woodways Recreation Ground is **NOTED**. It has had some build difficulties but the new playground is being extensively used by children of the parish and it is a great asset to the village. It was raised by the Mr Wilson that he had concerns that children using the new ball wall and basketball hoop may inadvertently throw /kick balls into the play area. The Deputy Clerk assured Mr Wilson the play equipment had passed a safety inspection of which equipment proximity to one another, is part of the assessment. This was **NOTED**.

SF22 34 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA

The Clerk confirmed the only correspondence received was regarding the memorial bench. This has been addressed during the meeting.

SF22 35 DATES OF FUTURE MEETINGS

It was **AGREED** a date in late January 2022 would be suitable and the Clerk would send round a suggested date with the draft minutes.

SF22 36 CLOSURE OF THE MEETING

As no further business was transacted the meeting was closed at 20.43

Signed: _____ DRAFT _____
Chair

18th January 2022

ACTION POINTS FROM MEETING

Action	By whom	Date
Electricity Bills to be transferred to the Parish Council	Roger Mott	ASAP
More Kitchen quotations based on the plan received	Deputy Clerk	For next meeting
Energy Review by Buckinghamshire Community Energy	Clerk	Ongoing