

**Lawling Park Committee**  
**Minutes of the meeting held on Tuesday 20<sup>th</sup> May 2008**  
**In the Henry Samuel Hall at 7.30pm**

Present:

|                              |                        |
|------------------------------|------------------------|
| Cllr Spires Chairman         | Cllr Oatham            |
| Cllr Massenhove              | Cllr Gregory           |
| Cllr Short                   |                        |
| Mrs Rackham (Clerk)          | Mr Hawkes (Groundsman) |
| Mr Rogers Bowls Club         | Mr Kemp Football Club  |
| Mr Gildersleeves Tennis Club |                        |

### **1. Apologies**

None

### **2. Minutes of the meeting held on 19<sup>th</sup> February 2008**

Cllr Oatham proposed accepting the minutes, Cllr Spires seconded the proposal, all in favour, motion carried. The minutes were signed and dated as a true record.

### **3. Football**

Mr Kemp advised the committee that the grass was too long and markings were not clear for the last games of the season. It was noted. An extra cut of the grass has been arranged for tomorrow.

It was noted that the football club were the owners of the plastic chairs in the scout hut.

Mr Kemp asked what the cost of hiring the scout hut would be. This will be discussed later in the meeting.

The Arsenal training day booked for 12<sup>th</sup> July is open to any youths in the village. If they are members of the football club it costs £10.00 per child, £12.00 for non members.

### **4. Skateboard Park.**

A Proposal to purchase 25L Gravitex paint (£170) was discussed this will allow the Clerk to purchase more paint when required. Cllr Gregory proposed purchasing the paint, Cllr Short seconded the proposal, all in favour, motion carried. **Clerk** to action.

Cllr Spires asked when the litter bin will be fitted. Our contractor is on holiday until the end of May but will fit the bin on his return. It was agreed to wait.

Cllr Oatham asked if the skate park could be flood lit. This was discussed and agreed that it was not recommended by Ray Stannard the Police Safety Officer.

### **5. Play Areas.**

The annual inspection reports were given to Cllr Spires to read, he will pass them to Mr Hawkes. The hole where the bin stood in the Mayland Play Park needs to be filled with wet pour as it is a trip hazard. It was agreed that a quote would be required for this repair plus to supply and lay wet pour under the cable run. **Cllr Spires** will give the **Clerk** the specifications required and she will then get quotes.

### **6. Scouts**

The Parish Council took ownership of the scout hut on 1<sup>st</sup> May 2008.

Mr Rogers stated that the Bowls Club had their own accident book and first aid kit. They carried out a successful fire drill last week. He said that no other bowls club to his knowledge was charged for storing equipment.

The LPC then discussed the items on the agenda.

Electrical upgrade and inspection. A quotation from the council's preferred contractor was discussed. To replace the 6 existing heaters (which are not suitable for ceiling mounting and are for domestic use), replace broken socket, replace thermostat and

earth the water main. An internal card meter is also included to allow users of the hall to pay for the heating only if they use it and not included in the hire charge. Once the work has been completed an Electrical Safety Certificate can be issued. The full cost is £1286.00 + vat. Following a discussion Cllr Oatham proposed a maximum expenditure of £1300 Cllr Short seconded the proposal, all in favour, motion carried. It was agreed that the **Clerk** would obtain a typed quote and to send details of the heaters to Cllr Spires.

Fire Inspection. This has been arranged with the Fire Brigades Safety Officer for Tuesday 3<sup>rd</sup> June. **Clerk** to attend.

Hire Agreement inc., Cleaning and key holder. The committee were pleased to hear that Linda Haywood has volunteered to hold a set of keys for users to collect. Following a discussion **Cllr Massenhove** offered to draft a hire agreement for the council's approval.

It was agreed that the name should change. Cllr Short proposed renaming the scout hut **Lawling Park Hall**. Cllr Gregory seconded the proposal, a vote was taken 4 yes 1 abstain, motion carried.

Licence for Storage. The Bowls Club store their equipment in a small room adjacent to the main hall. The storage of their equipment was agreed in principal. **Cllr Massenhove** will draft a licence for the approval of the LPC.

Key Holder Licence. It was agreed that this was not needed. Mr Hawkes will keep a set of keys as Groundsman and not has the Chairman of the Bowls Club.

Hire Charges. Until the running costs of the hall are finalised it was agreed that an interim hire charge would be the way forward. Cllr Oatham proposed a fee of £6.00 per hour for a period of 2 months plus £50 deposit for casual users. Non residents £12 per hour. The interim period is to allow scope for development of a long term business plan. Fees will be reviewed 1<sup>st</sup> August. The heating will be metered. Cllr Gregory seconded the proposal. All in favour, motion carried.

## **7. Tennis Club.**

Mr Gildersleeves asked that the light switch in the portacabin that controls the lights for courts 2 & 3 be repaired. It works intermittently. It was agreed. **Clerk** to contact electrician and arrange a repair. A revised list of fixtures will be sent to Mr Hawkes. Junior coaching is still carried out in Mayland by Mr Stares. The washing of court one has been carried out. The contractor has advised that bonding of the surface should be done before painting is completed. Cllr Spires proposed accepting the quote for bonding of court one at a cost of £300 + vat. Cllr Oatham seconded the proposal, all in favour, motion carried. **Clerk** to action.

## **8. General Area & Maintenance Report**

Instructions to contractors it was agreed that unless the Clerk gave instructions for extra work, no extra work would be paid for.

Notice board at school entrance. Does the committee wish to add this to the budget for 2008/09. Add to Parish Council Budget agenda.

Picnic table. **Clerk** to obtain quote for two table struts and a new table.

Proposed toilet block. Cllr Spires advised the committee that the type of internal equipment in the unit was not vandal proof. Various types of toilet units were discussed. It was agreed that the **Clerk** should still apply for a grant whilst further investigation takes place as to the type of facility to install.

### **9. Insurance.**

All sports clubs have provided copies of their insurance certificate. However obtaining this information causes difficulties each year. Cllr Oatham proposed the LPC bar any club who do not produce a valid certificate within 14days of the first request. Cllr Spires seconded the proposal, all in favour, motion carried.

**Mr Hawkes** is in the process of obtaining a copy of the Bowls Club's insurance certificate. The LPC is in possession of a letter stating they have insurance however, no expiry date is contained in the letter.

### **10. Items to be added to next meeting's Agenda**

Dog bin, Toilet Block, Picnic Tables, Wet pour and Lawling Park Hall.

Meeting closed 9.30pm

Next meeting 17<sup>th</sup> June 2008