

Minutes

Rackheath Parish Parks and Leisure Committee Meeting

Tuesday 13th July 2021 at 7.30pm

The Pavilion, Green Lane West, Rackheath, NR13 6LT

Anne Tandy

Anne Tandy, Parish Clerk

Present: Tracy Buckley (Chair), Joel Whymark, Paula Lowe

Also in Attendance: Anne Tandy, Parish Clerk and RFO

Public Attendance: 1

15. Apologies for absence were received from Stephen Oakley due to being away on holiday. The Committee **approved** the absence.

16. There were no declarations of interest or dispensations for items on the agenda.

17. The meeting was adjourned for public participation:

A request was made for more coverage in advertising the provision of allotments as many residents are unaware. This information is currently available on Parish noticeboards, Facebook and is discussed at meetings, which are minuted and on the website.

18. The Minutes of the Parks and Leisure Committee meeting held on **Tuesday 8th June 2021** were agreed as an accurate record and approved by the Committee.

19. Newman Road Woods

Feedback from BDC regarding the adoption: There is already a fence between the private land and BDC land but it is unclear if the boundary has been GPS checked (as this was something done when Annie was on the project).

The only fencing that is showing as outstanding on the project work is around the auto workshop. BDC will arrange a quote for this installation.

The Portfolio Holders report has been started for the land transfer as the valuation has come in at less than £30K.

20. The Pavilion and Stracey Sports Park

- a. Visits to be arranged to various venues to look at MPSA's and 3g surfaces in relation to s.106 money. Tracy will come when she can. Help from Planning Committee would be appreciated.

- b. Committee were pleased to see bookings picking up and thanked the Booking Assistant for her continued work.
- c. Quotes are awaited for replacement of the outside tap and the changing room shower.
- d. Purchase of Pavilion marketing leaflets at a cost of £20.00 was **agreed**.
- e. Minutes from the meeting with Wroxham Football Club were **agreed**. The costings for next season were discussed and need to be increased to cover the cost of grounds maintenance. A precise figure will be known once all the registrations have taken place on the FA website. The revised figures will be considered by the Finance Committee. The Partnership agreement to be replaced with a standard football contract.
- f. The Fire Risk Assessment is still being worked through. A meeting will take place this week to go through all the paperwork and a quote has been requested for installation of an appropriate fire alarm system.
- g. It was proposed that Bootcamp is charged a set fee each month in light of increased administration due to frequent changes in use. Monthly fee to be imposed of £120.00 +VAT. **All agreed**.
- h. A cheap mobile phone to be purchased and rotated between everyone in the case of and incident at the Pavilion outside working hours. The standard call out fee of £30.00 +VAT will be charged if a hirer is found to be at fault.

21. Jubilee Park

- a. The RoSPA Inspection report for Jubilee Park did not contain any dangerous equipment, most faults were cosmetic. Committee would like to obtain quotes for cleaning and repainting the equipment. The Clerk to research services which are available.
- b. The best solution to deal with the overgrown hedge along the pre-school building has not been established. The Clerk to speak further with the Headteacher.

Meeting concluded at: 20:45