

Minutes

Rackheath Parish Parks and Leisure Committee Meeting

Tuesday 9th November 2021 at 7.00pm

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

Anne Tandy

Anne Tandy, Parish Clerk

**Present: Tracy Buckley (Chair), Paula Lowe, Pippa Nurse
Sally Hoare, Broadland District Council Infrastructure Officer**

Also in Attendance: Anne Tandy, Parish Clerk and RFO

Public Attendance: 3

37. Apologies for absence were received from Joel Whymark and Stephen Oakley. The Committee **approved** the absences.

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

39. The meeting was adjourned for public participation:

Members of Pathfinders group attended to update on the Site 6 works at Newman Road woods. Information leaflets were shared with Committee including the updates. This will be published for the public launch.

NCC involvement has come to an end so BDC will take over.

The boundary behind the workshop has not progressed. A fallen tree is blocking the line of the boundary and needs to be cleared. The Car Restoration Workshop currently have a skip on site which sits on the boundary and will need to be removed or repositioned before the fence can be erected.

The other boundary concern is with the bluebell woods. The strip of land between Site 6 and the NDR is now up for sale by the landowner. It was felt that this could be incorporated into the site and used as a cycle track. There is a fallen tree on this strip of land which crosses over onto Site 6 and needs to be removed before handing over to the Community Council.

BDC are liaising with the Pathfinders on the positioning of the boundary fencing but Pathfinders wanted to see evidence of the boundary before advising further. This has now been resolved and details of the position of fence posts needs to be agreed.

Thought is to be given to a public launch for the villagers and it was suggested that it should include an element of remembrance for the past and acknowledgement of the work which has been undertaken to date.

40. The Minutes of the Parks and Leisure Committee meeting held on **Tuesday 12th October 2021** were **approved** as an accurate record and approved by the Committee.

41. Newman Road Woods

No further updates on the transfer.

42. The Pavilion and Stracey Sports Park

- a. The Committee received a quote for a consultant to project manage the MPSA refurbishment. It was agreed that given the level of s.106 money becoming available Tri-Sport Consultancy Limited would be appointed to project manage the whole refurbishment at a cost of £2,500.00. **All agreed.**
- b. The report from the Booking Assistant was noted.
- c. The Committee considered the cost to service the hot water cylinder by PJ Plumbing Limited for £70.00 +VAT. **All agreed to go ahead.**
 - i. Three quotes for the installation of a new fire alarm system at the Pavilion were considered. It was agreed to go with 1st Class Fire Protection Limited at a cost of £3,750.00 +VAT. The optional maintenance programme for £200.00 per annum should also be approved pending confirmation of the terms and conditions. **All agreed to recommend to full Council.**
- d. The Committee approved the cost of the Booking Assistant completing a mandatory online fire safety course costing £30.00 +VAT. **All agreed.**
- e. The Committee discussed Wroxham Youth FC and their request for a meeting. Full availability of their members is still awaited so no progress has been made. The first instalment of this season's fee is due on 30 November 2021 and further discussion can take place after this date.
- f. A subscription to Venues 4 Hire was agreed to increase Pavilion bookings. **All agreed to sign up to this service at a cost of £25.00 set and then £20.00 per annum.**

43. Fireworks

If the event goes ahead next year, the option to pay in advance will be considered but more volunteers will be needed for both the pre-planning and during the event.

The organisers reported that whilst there were two medical emergencies, these occurred outside the event but medical assistance was provided by the event first aiders, one of whom was as a paramedic, pending the arrival of emergency services. Issues with traffic congestion were exacerbated by an accident occurring close to the NDR which was attended by Police who were diverting traffic along Green Lane West unaware of the parking issues already causing congestion.

44. HRH The Queen's Platinum Jubilee Celebrations

- a. Committee agreed to hold an event and further discussions will take place at the January 2022 meeting as to how the event will take place.

Meeting concluded at: 20:45