

**Minutes of the Parks & Leisure Committee Meeting
Of Tuesday 9 June 2020 held at 6.00pm
Via Zoom video conference link: <https://zoom.us/j/96486203771>
Meeting ID: 964 8620 3771**

Present: Brian Gardner (Chair), Paula Lowe, Tracy Buckley, Sally Hoare BDC

In Attendance: Anne Tandy, Parish Clerk & RFO

9. **Apologies for absence:** Stephen Oakley

10. **Declarations of interest:** None

11. **Adjournment of the meeting for Public Participation:**

12. **Public in attendance:** 0

13. **Approval of the minutes of the meeting of 20th May 2020.** These were agreed as an accurate representation. **All agreed.** To be dated and signed by the Chair at a more appropriate time.

14. **The Pavilion and Stracey Sports Park updates and recommendations on:**

a. Review football contract and fee for 2020/21 for Wroxham Youth football club

i. Fees were discussed and agreed to be recommended as follows excluding VAT:

Games at £275 per team x7, to include changing rooms; Total £1,925 + VAT

Evening training of 1 hour sessions at £10 2x per weeks = £20.00. For 32 weeks Total £640 + VAT

Saturday morning training for multiple teams for 3 hours £50 to include use of the football changing toilets. For 32 weeks. Total £1,600 + VAT

Total season charges	£1,925 +VAT
	+ £640 + VAT
	+ £1,600 + VAT

£4,165 + VAT

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A number of questions were raised by Wroxham Youth football club with Council responses as follows:

- Consideration to be given to Wroxham taking over exclusive football use of the facilities, if capacity allows. Members are reluctant to approve this after all the work the Council has put into improving the facilities. **All Agreed.**
- A request to convert the MPSA to an all-weather surface for football, to be led by Wroxham if required. Councillors are not looking to invest any more money at this time or embark on any large projects while the Pavilion business is being established. Further input from the community will be required to ascertain the sporting activities required by residents. **All Agreed.**
- Request for extra storage facilities. Suggested an extra storage container can be installed on the ground at the bottom of Stracey Playing fields rent free if Wroxham are willing to arrange for the area in question to be cleared and opened up for extra parking to be used by the football teams. The two containers can then be positioned in one corner. **All Agreed.**

- b. **Requests to reduce football fees for the end of last season from adult football teams.** It was suggested a reduction of £80.00 inc VAT per team for games missed due to the season ending early but settlement should be by 30/06/2020 otherwise the full amount becomes payable. The team who has already paid the fees in full will receive an £80 inc VAT deduction on next years fees. The team which has not paid any fees for the 2019/20 season will be asked to pay in full by 30/06/2020. **All agreed for recommendation to full Council.**
- c. Football Development Plan was set up to satisfy the grant application, but it was suggested by Sally Hoare that for the size of the facilities a slimmed down plan could be considered. The Clerk to contact Ian Grange, FA, to discuss what would be appropriate.
- d. Provision of increased hygiene consumables in preparation for reopening. Paper towels and dispenser to be supplied now as quoted by Heritage Cleaning supplies of £25.00 + VAT. Sanitiser and dispensers for the 3 main doors to be sourced once a reopening date is known and prices may be more reasonable. The Committee agreed to set a budget of up to £200.00 for the Clerk to source the required items. **All agreed to recommend to full Council.**
- e. Installation of Sound boards has now taken place and they have made a substantial improvement to the acoustics.

15. Newman Road Woods

- a. Consider the implications of adopting Newman Road woods and associated costs. There is a group of 9 volunteers available to manage the woods. It was noted by Sally Hoare that the management plan does not contain any costings and she has been unable to contact Annie Sommazi before the meeting to discuss. Members agreed that with no commuted sum to cover initial management costs, the Parish Council would not want to adopt but would agree to manage the area with volunteers on behalf of BDC. Sally Hoare to find out if we can just manage without adopting or if there is a commuted sum to come with it. Once this information is known a decision can be made, on how to proceed.

16. Jubilee Park

Removal and reinstatement of noticeboard has received 2 quotes and it was **agreed by all to recommend** the lower quote of £95.00 +VAT.

17. Items for the next Committee Meeting Agenda to be held on Tuesday 21st July 2020.

Update on payment of outstanding football fees
Newman Road woods update
Pavilion maintenance
Outstanding fee payments

There being no further business the meeting closed at 19.17