

**Minutes of the Parks & Leisure Committee Meeting
Of Wednesday 12th February 2020 held at 7.00pm
At The Pavilion, Green Lane West, Rackheath**

Present: Brian Gardner (Chair), Tracy Buckley, Paula Lowe, Stephen Oakley

In Attendance: Anne Tandy, Parish Clerk & RFO

1. **Apologies for absence:**
2. **Public Participation:** 0
3. **Declaration of interest:** Brian declared an interest in the Bowls Club item.
4. **Approval of the Minutes of the Parks and Leisure Committee meeting of 8th January 2020 and matters arising (Clerk's report)**
 - a. The minutes of the Parks and Leisure Committee meeting of 8th January 2020 were approved by the Committee as a correct and accurate record. **All agreed.**

Matters arising from Parks and Leisure Committee Meeting on 8th January 2020 and not on the agenda

4a In order to move forward with the building sign off, new doors to be quoted for the main entrance, football entrance and bowls green entrance. These are to meet the legal fire safety requirements.

4b The Clerk reported that the local dog walker was offered hire of the MPSA for a minimum of 1 hour but this was declined as the minimum session time was too long for her dog.

4c The Clerk confirmed that Wroxham Youth Football agreement has been signed and returned. The Council would like clarification of exactly when the youth training sessions are taking place during the week.

5. Stracey Sports Park & Pavilion Update

- a. Review of Terms and Conditions and proposal to add a late payment fee. Suggested wording to meet financial regulations: "We reserve the right to impose a late payment fee of £3 for the first month, then £6 for the second month and after this the building keys will be withheld until the outstanding balance has been settled". **All agreed.**
- b. Plans to clear the car park at the bottom of Stracey Park to enable vehicular access to the field have been discussed with a local contractor. Clerk to chase this up and contact 2 other contractors for quotes. The work will need to be undertaken in 2 stages; 1. open up and clear the ground for parking. 2. Create vehicular access onto the playing field for additional parking and other events. **All agreed.**

Brian has already declared an interest and left the meeting for the next item.

- c. Following a meeting between Rackheath Bowls Club and Paula and Tracy the following recommendation on the way forward is to be presented at the next full Council meeting. The representative from Rackheath Bowls Club understood that fees need to go up although it will be difficult for the increase to be met, initially. They have the funds to meet the cost of the green fees for 2020. Following the cessation of Coronation Bowls Club 2 players moved over to the Rackheath team and they have recruited 4 more new players from within the village. They would like to hire advertising space around the green to create an income for the Club. They have applied to Tesco bags of help for some funding. The grounds contract has been renegotiated and significantly reduce and they have increased members subs. They would like to keep the cost of room hire the same

despite having 2 more fixtured games a week. They are planning open days to recruit more players and would like to promote casual play by members of the community. **All agreed to recommend this to the Parish Council.**

Brian returned to the meeting

- d. Stracey Park hedge cutting is booked in and it is hoped this will be undertaken in March, weather permitting. The Clerk reported that the price remains the same as last year. Moving forward there would be merit in arranging a 5 year contract with Darrell Starkings so that the job can be planned in every year and the cost would be known and budgeted for. **All Agreed to pursue this.** Brian asked for the hedge around the outside play space behind the Pavilion be added into the contract with Garden Guardian.

6. Report from Booking Assistant

There are a number of regular bookings and some new ones in the planning. One regular hirer has asked for their own set of keys to the building. The Committee are not keen on this as in the past it has been hard to keep track of keys. It was suggested that the keys are left in the key safe permanently and an additional key is cut to allow for this.

7. Events run by the Parks and Leisure Committee and any recommendations:

- a. Rackheath Live – it has been decided not to go ahead with this event. Many different options have been looked at but the cost to stage the event has gone up considerably and it was not felt this would make it viable as a fundraiser. Too much work for too little return.
- b. VE Day celebrations – BH Friday 8th May. The primary school FORS committee have offered to get involved. Suggestions for the event are: a 40's swing/rock and roll band, fancy dress, afternoon tea/picnic, ice cream. The Clerk will arrange a meeting with FORS to share ideas.
- c. Primary School Summer Fayre 18 July, FORS have asked if the Council can help with this. Paula offered to run the bar. The response from parents to help at the event will determine if it goes ahead. The Committee offered free use of the Pavilion to hold a meeting on Wednesday 4th March. The Clerk to contact FORS and arrange this.

8. Jubilee Park

- a. Notice Board replacement. Members considered the options presented by the Clerk and **all agreed to recommend** coloured aluminium noticeboard at £254.52 but the Clerk to obtain costings to include the cost of new legs in the quote. The Clerk suggested repositioning the noticeboard away from the path in a more sheltered location next to the tree belt. **All Agreed.** Garden Guardian to be asked to provide a quote to install the new noticeboard and remove the old posts.

9. Events

- a. VE Day Celebrations in conjunction with Friends of Rackheath Primary School.
- b. Rackheath Primary School Summer Fayre

Items for the next meeting on Wednesday 11th March 2020 at 7.00pm

There being no further business the meeting closed at 20.39.