



**Minutes of the Recreation Grounds Committee Meeting held on
18th October 2022, at Wickersley Community Centre**

Members: Cllrs: A Bates (Chairman), M Godfrey, K Phillips, N Judah, M Scott, P Whitworth

In attendance: Cllrs: A Bates (Chairman), K Phillips, M Scott
Cllrs: P Whitworth, M Godfrey arrived during the meeting

Additional attendees: A Naylor (Assistant Clerk), 4 members of the public

476. To receive apologies for absence

Apologies received from Cllr N Judah (family commitments).

477. To resolve if members of the press and public are to be excluded from any agenda items of the meeting due to the nature of the business to be transacted. Public Bodies (Admission to Meetings) Act 1960, S1 (2))

Resolved: no agenda items are to be confidential.

478. To approve the minutes of the meeting on 31st May 2022

Resolved: the minutes of the meeting on 31st May 2022 for the Recreation Committee were approved.

479. To consider any matters arising from the minutes of the meeting on 31st May 2022

None to discuss; all relevant items have been added as agenda items for this meeting.

Note: Cllr Whitworth joined the meeting.

480. To note any issues from members of the public in attendance

Four members of the public were in attendance; these were neighbours who had attended jointly to raise an issue with the trees and hedges on the boundary of Wickersley Park, bordering Spruce Avenue. An email containing photographs of the boundary vegetation in question had been submitted to the clerks prior to the meeting, and the Assistant Clerk had brought copies along to share with members of the committee.

The members of the public expressed concern over the excessive growth of the hedges and trees which back on to their properties, with particular concern around fires given the extremely high temperatures and increased instances of fires breaking out this summer.

Note: Cllr Godfrey joined the meeting.

The trees are very tall silver birch trees, and the hedges are thick, high and generally overgrown (this was visible on the provided photographs).

A handwritten signature in black ink, appearing to be 'L.S.' or similar, located at the bottom right of the page.

The members of the public stated that they had attended a meeting a few years ago where they were told that the boundary would be regularly maintained and cut back but that this has not happened.

Resolved: to obtain quotations for the cutting back of hedges, and for reducing the height of the trees.

The residents advised that should there be a need to survey the work from their gardens, that they are happy for us to make contact to arrange this.

It was also stated that there was a loose branch on one of the trees.

Resolved: to make sure that any loose branches are also looked at during the site survey/quotation and removed as appropriate.

The members of the public left the meeting.

481. To consider any community matters from Councillors

Cllr Godfrey stated that a resident had raised with her the need for additional benches at Bob Mason Recreation Ground. The current benches are all located at the play area and there are none elsewhere in the grounds. All members agreed that the addition of benches at the opposite end of the field would be a good idea, to offer seating to those who are not necessarily visiting the play area, e.g. walkers, bike track users, etc.

Resolved: to put in a request to the Environment Committee for consideration of Bob Mason Recreation Ground as a location for their ongoing bench installation programme.

482. To receive the financial update to 30/09/2022

The following financial update was provided detailing the income and expenditure of the Recreation Committee to 30/09/2022:

Wickersley Parish Council Financial Report to 30/09/2022	As at 30/09/2022	Committed to 31/03/2023	Total projected to 31/03/2023	Budget 2022/23	Surplus/-Deficit projection to 31/03/2023
INCOME					
Bob Mason Pavilion Income	£1,412.50	£0.00	£1,412.50	£2,000.00	-£587.50
Total Recreation Grounds	£1,412.50	£0.00	£1,412.50	£2,000.00	-£587.50
Wickersley Park Grants	£0.00	£0.00	£0.00	£0.00	£0.00
Total Wickersley Park Grants	£0.00	£0.00	£0.00	£0.00	£0.00

Wickersley Parish Council Financial Report to 30/09/2022	As at 30/09/2022	Committed to 31/03/2023	Total projected to 31/03/2023	Budget 2022/23	Surplus/-Deficit projection to 31/03/2023
EXPENDITURE					
Recreation Grounds	£674.68	£180.00	£854.68	£4,200.00	-£3,345.32
Bob Mason Pavilion	£650.14	£800.00	£1,450.14	£1,500.00	-£49.86
Grounds Maintenance Contract	£5,640.30	£7,896.42	£13,536.72	£14,000.00	-£463.28
Total Recreation Grounds	£6,965.12	£8,876.42	£15,841.54	£19,700.00	-£3,858.46

Resolved: to accept the financial update.



483. To review the progress of project works for the Recreation Committee, including:

483.1 Bob Mason bike track

The bike track requires remedial work to put right the problems experienced since the repairs were made by a local contractor using the incorrect material. The original company who created the track are to be contacted to visit site to assess the track and quote for putting right. Cllr Bates advised that he would make the call to arrange the meeting.

Resolved: Assistant Clerk to send the details for the bike track company to Cllr Bates; Cllr Bates to make contact and arrange the necessary meeting & quotation.

483.2 Bob Mason Pavilion decorating

An update was given on the completed internal decorating works. The probation service have completed the work to an extremely high standard. Cllr Bates has removed tiling and installed panelling to an area of the shower in the changing rooms where the tiles had come loose and there was water damage to the wall.

483.3 Bob Mason Pavilion internal doors

An update was given on the completed work to replace the internal doors. This work has also been completed to a high standard by the contractor employed to complete, RLH Joinery. New padlocks have also been purchased and fitted to the internal doors, with a set of new keys which allow permit holders access to the toilet facilities only, with the football teams being able to access the changing rooms as well.

483.4 Bob Mason paths

3x quotations are to be obtained for the works; it is anticipated that the cost will have increased from the initial quote used as a guide for the project figure. The specification for this path work is different from the paths at Wickersley Park and will be a crushed brick type material.

This project is on the clerks' priority plan to be completed by 31.03.22.

483.5 Wickersley Park paths

A specification is to be written for the paths, which will then be put out to tender. RMBC have shared their tarmac specification document with us which will be used to form the specification for these paths.

This project is on the clerks' priority plan for the specification to be put together by 30.11.22, and the tender process to be completed with works booked with the successful contractor by 31.03.23.

Resolved: Cllr Bates will pull together the relevant information from the RMBC specification document to create a park paths specification.



484. To discuss matters pertaining to Bob Mason Recreation Ground

484.1 Play equipment, including review of inspection report

Graffiti under the slide is an ongoing issue.

Resolved: to use black paint under the slide as this will not show graffiti as easily and may deter the perpetrators to some degree.

Safety surface compaction has been raised as an issue in a few areas – this was previously marked as ‘to monitor’ but now states ‘repair required’. Some of this safety matting was only installed a couple of years ago when the roundabout and swings from Wickersley Park were relocated to Bob Mason Recreation Ground; it is therefore a concern that once rectified, this type of surface would need to be repaired or replaced again in another couple of years.

Resolved: to obtain quotations for lifting and re-laying the existing safety matting if this is possible, or replacement if required. Also to obtain a quotation for replacing the safety matting with the rubberised wet pour safety surface which is in place in some areas of Wickersley Park, which has proved far more hard wearing with little or no maintenance issues. A cost comparison can then be completed to decide which is the better long term option financially.

The longer term plans for the phased replacement of play equipment at the site was revisited. The ground works would not be able to be completed in one phase as suggested by the plans put together by Jupiter, as the cost is simply too great. It was suggested to look at each piece individually, each as a small project, with just the necessary ground works for each piece completed as it is replaced.

It was proposed that the blue and yellow balance piece of equipment is considered as the first to be replaced, potentially with a multi-use climbing frame type piece with integrated slide, similar to that at Flash Lane, Bramley.

Resolved: to contact Bramley Parish Council to see where they purchased their equipment from as it was felt that the equipment at the facility is well used and liked.

Resolved: to obtain a quotation for a similar piece of equipment as at Flash Lane, to replace the one identified above at Bob Mason.

484.2 Pavilion

The cleaning and maintenance of the pavilion was discussed; it is felt that a deeper clean is required at intervals throughout the year to ensure that the tiles, walls, floors, toilets, etc. receive a thorough clean to prevent the build up of dirt and soap scum etc. to maintain the level of cleanliness and decoration to a higher standard now that works have been completed.

Resolved: to schedule 3x ‘deep cleans’ throughout the year, one prior to the football season, one mid-season, and one at the end of the season.

Resolved: to look into additional signage stating that muddy boots are to be left at the door after football games, and to email club secretaries asking them to ensure the facilities are respected and muddy boots not walked through the pavilion post-match.



Resolved: to look into the purchase of a boot cleaner/brush to be fixed outside the pavilion doors to encourage cleaning of all footwear prior to entry.

484.3 Grounds maintenance

The football pitches were discussed; the first pitch is in a poor state following the hot summer – the bare patches were re-seeded but this has not taken given the dry ground and lack of rainfall. Pitch 2 and 3 currently have posts up and are being used for games.

The Assistant Clerk stated that one of the teams had asked if the posts can be moved back on to pitch 1 from pitch 3, so that they can resume use of their preferred pitch.

Resolved: to contact the grounds maintenance contractor to review the recovery of the first pitch and to take the necessary action to rectify, as a matter of urgency.

Resolved: to advise the football teams that pitch 1 is not going to be put back in to use until remedial works have been carried out by the contractor.

It was also stated that we have mole hills returning on the field, at the Quarryfield Lane end.

Resolved: to contact the pest control company for their attendance to site to address the mole hill issue.

484.4 Users / hirers

The Assistant Clerk gave an update on users of the facility; Cllr Bates and the Assistant Clerk have made efforts to contact those using the grounds without prior arrangement/authorisation by the Parish Council, and an additional permit holder is coming on board following this.

The Sunday football hirers have all signed their new agreements for this season. The Saturday team have yet to do so and the Assistant Clerk is following this up to see if it is their intention to still use the ground.

485. To discuss matters pertaining to Wickersley Park

485.1 Play equipment, including review of inspection report

A proposal had been received from the supplier of the gym equipment, in regard to service and maintenance plans and the cost of these. The servicing plans were thought to be very expensive for what is offered within the plans.

Resolved: not to sign up to a servicing plan, but instead review the maintenance guide which we have for the equipment (which details servicing and maintenance requirements) with the handymen and put a schedule in place to do this in-house.

The basket swing has recently been re-installed, with the replacement edgings, following the vandalism to this piece of equipment. This took a long time to happen as there were delays obtaining the parts from the supplier.



The roundabout has also been serviced and is now operating correctly. The handymen were on site when the engineer visited and are now aware of how to service this item so that this can be done in-house in future.

Similarly to at Bob Mason Recreation Ground, issues with safety surface compaction at the play area have been raised in a few areas – this was previously marked as ‘to monitor’ but now states ‘repair required’. This safety matting was only installed a couple of years ago when the play area was upgraded and the same concerns around longevity and ongoing maintenance were cited as per the discussion in minute 484.1.

Resolved: to obtain quotations for the safety surfaces at Wickersley Park, to the same requirements detailed in the resolution of minute 484.1 relating to Bob Mason Recreation Ground.

Resolved: to revisit the Ares specification drawn up for the Wickersley Park play area to see if there was an ongoing maintenance schedule included and if the current rate of wear of the safety matting is as expected.

The height of the step at the small slide was discussed; this has previously been raised with Jupiter Play (the providers of the equipment); the height of the step is more than that stated by Jupiter as the requirement for this piece of equipment.

Resolved: when looking at the ground/safety surface repairs, to consider the raising of the ground level slightly at the base of the steps to ensure the step height is at the level prescribed by Jupiter Play (as the ground has worn away in this area, exacerbating the problem).

Smaller items of repair and ongoing graffiti removal are being actioned by the handymen.

485.2 Grounds maintenance, including maintenance requirements around neighbours' perimeters

Issues surrounding the boundary to Spruce Avenue are covered in item 480 of these minutes, given the attendance in person of members of the public who had raised concerns over this boundary. In addition to the perimeter at Spruce Avenue, the following areas were considered:

1. Oak Tree Close – a telephone call has been received from a resident on Oak Tree Close who states that the hedges at the rear of their property (in the park) have grown really high and are getting unmanageable.

Resolved: to look at the contract schedule for this area of the boundary to see when the cutting of these hedges is scheduled, as it was stated that this may already be in the schedule for this autumn/winter period. Feedback to then be provided to the resident by the Assistant Clerk.

2. Sycamore Avenue – a telephone call has been received from a resident on Sycamore Avenue who has raised concern over a tree close to their property which appears to be leaning.

Resolved: to contact a tree specialist to attend site and assess the tree, to obtain advice and if necessary a quotation for any required works. Feedback to then be provided to the resident by the Assistant Clerk.

3. Northfield Court – a report has been received stating that the hedges to the boundary of Northfield Court have not yet been cut by the grounds maintenance contractor; this is in the contract schedule to be completed annually. Other hedges in the area have been cut already. The Assistant Clerk has sent an email to the contractor to obtain an intended date for the works. A response is yet to be received.

Resolved: the Assistant Clerk to chase the grounds maintenance contractor for a date for this hedge cutting work.

486. To discuss ongoing anti-social behaviour, including:

486.1 Recent reports & incidences of ASB at both Wickersley Park & Bob Mason Recreation Ground

The vandalism to the solar lights at Wickersley Park was discussed at a recent full Parish Council meeting, where it was resolved to pass this issue back to RMBC for a solution, given that they have provided the lighting. There is currently no further action to be taken by the Recreation Committee, pending a response from RMBC on the matter.

There are no other major recent instances of ASB to report in relation to the recreation grounds. There is an issue with ongoing graffiti, which is dealt with by the handymen as and when this occurs.

486.2 To further consider the request from a resident in regard to planting of rough vegetation to discourage use of a 'meeting point' within the tree line to the rear of his property

A request has been received from a resident who attended a previous Recreation Committee meeting regarding ASB at the rear of his property on Poplar Glade, to ask that we further consider the planting of some type of fast growing rough vegetation in the problem area. It was stated that the resident would be happy to arrange this himself if we could advise of a suitable plant.

Discussions were had around the issue and what measures could be taken to assist in trying to remedy the problem. It was stated that whatever was done needed to be done by the Parish Council, not the resident, as the land is ours and we cannot authorise others to be planting etc. on the land as this would set a precedent for other neighbours.

The possible trial of blackberry and/or raspberry bushes was discussed, along with the possibility of the arisings from planned woodland coppicing works to be placed in the area to decompose, to fill the clearing and make it less desirable to those accessing the area.

Resolved: to contact RMBC to see if they are able to offer any advice on what measures could be taken to tackle the problem, e.g. planting recommendations they may have, or any other suggestions which we may not have already considered. Following feedback from RMBC, to then look into the potential purchase of blackberry or other advised plants/bushes, including the cost implication, growing period, etc. to come up with a proposed solution.

Resolved: for the Assistant Clerk to feed back to the resident on the action being taken and these discussions.



487. To consider budget / financials for 2023-24 for the Recreation Committee, ahead of the Parish Council's budget setting process

There was discussion around the boundary maintenance issues at Wickersley Park and the implication on budget of the shortcomings of the contract in this regard. Members agreed that to adequately maintain the boundaries, more intensive hedge cutting needs to be carried out at each boundary (Warren Road, Sycamore Avenue, Oak Tree Close and Spruce Avenue) every other year.

Resolved: to obtain quotations for this requirement, to feed into any budget requests.

The maintenance of play and gym equipment, including ground/safety surfaces of play areas, at the recreation grounds was also discussed, as there is not currently a budget for the ongoing maintenance of these items.

Resolved: to request an increase in the Recreation Committee budget (or an additional budget line) totalling £2500, in regard to maintenance of equipment.

In addition, it was noted that the current budget for the pavilion at Bob Mason currently stands at £1500; a breakdown of the spend relating to this budget line shows that the majority of this £1500 is spent on electricity and water bills each year, with very little left for maintenance (estimated £1450 spend on utilities in this financial year). Given the recent energy crisis and anticipated increases in electricity costs, there needs to be a budget increase request to cover this.

In addition, it was agreed that there should be an increase requested on this budget line for the ongoing maintenance of the pavilion. The recent refurbishment works have brought the pavilion up to a good standard, along with the roof works, and this standard needs to be better maintained going forward to prevent the pavilion deteriorating again.

Resolved: to request a budget increase in regard to the pavilion, totalling £1500 (£1000 to cover anticipated energy cost increases, and £500 for ongoing maintenance).

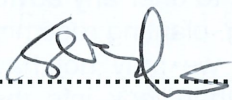
488. To note dates of remaining 2022 committee meetings

There are no further meeting dates planned in 2022 for the Recreation Committee, however given that one meeting was cancelled earlier in the year, and the upcoming budget setting process, it was felt that another short meeting would be beneficial before the end of the year.

Resolved: to add an additional meeting on Tuesday 13th December 2022.

The meeting closed at 20:00

Signed
(Chair)



Date

07/03/2023