

Duffield Parish Council

Minutes of the Meeting of the Open Spaces Committee held on Tuesday 18th May 2004 at 7.15 pm in the Committee Room, Hazelwood Road, Duffield

Present: Councillors: Buckle, England, Fletcher, Hibbert, Knibbs and Storer

Also in attendance: Mrs J Almey - Advisor
D R Bostock – Parish Clerk & R F O

Apologies: Councillors Rowlands and A Woodings
Advisor – D Thorn
Assistant Clerk/Treasurer Mrs S Bygraves

The retiring Chairman Councillor R Knibbs opened the meeting and requested nominations for the position of Chairman of the Open Spaces Committee.

OS/10/04 Election of Chairman of the Committee

On the proposal of Councillor Fletcher, duly seconded by Councillor England it was unanimously:

Resolved: that Councillor D Hibbert be elected Chairman of the Open Spaces Committee for the ensuing year and that he immediately assume the Chair.

OS/11/04 Election of Vice Chairman of the Committee

On the proposal of Councillor Buckle, duly seconded by Councillor Knibbs, it was unanimously:

Resolved: that Councillor Mrs S Fletcher be elected Vice Chairman of the Open Spaces Committee for the ensuing year.

OS/12/04 Terms of Reference of the Open Spaces Committee

Resolved: that the Terms of Reference for the Open Spaces Committee remain as follows:

“That they deal with all matters relating to Eyes Meadow, the Millennium Meadow, Gray Recreation Ground and the relevant sections of the Parish Council’s Grounds Maintenance Contract”.

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OS/13/04 Minutes

Resolved: that the Minutes of the Open Spaces Committee held on 24 February 2004, be confirmed as a correct record and signed by the Chairman.

OS/14/04 Matters Arising

Arising from item OS/03/04 Res. i) on pp5, the Clerk reported that Filcris had replaced the Cemetery Notice Board free of charge on the 4 March 2004.

Arising from item OS/06/04 on pp7, the Clerk confirmed that an invoice had been received from the Borough Council in the sum of £910.00 for the emptying of Dog and Litter Bins in 2002/03 and had been duly paid.

OS/15/04 Hire Charges for Football Pitches in the forthcoming 2004/05 Season

The Clerk reported that the Borough Council had increased all their rates for the coming season by £1.00, which generates the rates shown below, compared with the Parish Council's current rates:

	AVBC	DPC
	£	£
Senior Pitch with changing & attendant	32.00	29.00
Senior Pitch only	20.00	17.00
Senior Pitch with self supervision	-	24.00
Junior Pitch with changing & attendant	16.50	13.50
Junior Pitch only	10.50	8.50
Junior Pitch with self supervision	-	10.00

Resolved: that the Clerk implements the following new football pitch hire rates in the coming 2004/05 season, arrived at by increasing Senior rates by £1.00 and Junior rates by 50p as follows:

Senior Pitch with changing & attendant	30.00
Senior Pitch only	18.00
Senior Pitch with self supervision	25.00
Junior Pitch with changing & attendant	14.00
Junior Pitch only	9.00
Junior Pitch with self supervision	10.50

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OS/16/04 Eyes Meadow Matters

1. **Changing Rooms** – the Clerk confirmed that work on the interior of the Changing Rooms was progressing well. He also reported a request from certain teams, to use the Changing Rooms on a self-supervision basis for training sessions during the summer recess.

He also reported on the success of the Self-Supervision exercise, in reducing the Council's expenditure and advised members that in the first eight months of this scheme, income £3,784.50 had been generated against a total staff cost of £940.74. He further stated that the current supervisors were Gladwyn Rafferty, Michael Forkin, Sally Bygraves and Nick Bygraves.

2. **Football Pitch Hire and Bad Debt**– the Clerk reported that total income for the last financial year from pitch hire was £5,055.00.

The Clerk reported that Debt Management was under control, with no outstanding debt from the year ending 31 March 2004 and debt in the current year of around £1,000.00, but only averaging two weeks old.

3. **New Car park** – the Clerk reported that repair of the new car park by the Millennium Meadow Conservation Trust was still awaited, as soon as the affected areas had sufficiently dried out.

4. **Belper Steam & Vintage Event** – the Clerk reported that the alterations to Donald Hawley Way, had not yet been undertaken by the Vintage Event Committee.

He confirmed that a successful meeting had been held with the Vintage Event Committee and several Councillors, during which the Vintage Event Committee's Accounts were produced for members perusal.

The Clerk read out the detail of the application form for the holding of the 2004 Vintage Event for members information, along with a copy letter from the Borough Council which indicated that an Entertainment Licence may be required in certain circumstances.

The Clerk also confirmed that the Richard Bowmer had completed the cutting back of the trees along Donald Hawley Way to improve vehicular access.

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5. **Allestree F C** – the Clerk reported that it had been established by Total Turf Solutions Ltd, that a formal drainage system was not required for the construction of the new football pitch for Allestree FC. The Club is also optimistic that they will receive notification soon from the Football Foundation that their grant application has been successful, thus enabling them to start the construction work.

6. **Millennium Meadow** – the Clerk circulated members with copies of the 11 March and 27 April 2004 Millennium Meadow Conservation Trust minutes, which made reference to the resolution of their wetland area and our car park

problems. He also reported on letter exchanges between MMCT and the Environment Agency regarding their concerns about the fencing around the wetland area.

The Council's Insurers have also been advised that the Meadow project is nearing completion and of its Nature Reserve Status. The Clerk however thought it worthwhile to continue to press for signs at the entrance gates to the site, giving advance warning of deep water within the site.

The Clerk finally advised members of damage being caused by youngsters on the Meadow and that the Assistant Clerk had reported this matter to the Police and requested them to make regular inspections of the area on Friday and Saturday nights.

7. **Lynn Lamb Memorial Seat** – the Clerk reported that the site of the proposed seat has been agreed with members and Mrs Lamb's husband, and also that an order for the seat and plaque has been placed by the Clerk.

8. **Firework Display** – the Clerk reported that the order had been placed for a Firework Display on 30 October 2004 and the deposit of £900.00 paid.

9. **Duffield Carnival** – the Clerk reported that he had received application forms from the Community Association to hold the following events on Eyes Meadow: Duffield Carnival (23/06/04), Six a side football tournament (22,24 & 26/06/04), Christian Council BBQ (23/06/04) and Family Picnic and Fun Day (11/07/04).

10. **Late Summer Ball** – the Clerk reported on a letter from a Committee wishing to organise a Late Summer Ball on Eyes Meadow on 10 September 2004, on behalf of the Duffield Dynamos, Squash, Tennis and Cricket Clubs.

11. **Church Car Park** – the Clerk circulated sketch drawings of the existing parking situation on both Church and Parish Council land in the vicinity of the Church, together with a possible future design for parking and amenity area in this location.

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12. **Additional Items** – the Clerk reported that the Assistant Clerk had made the following proposals to improve the general infrastructure on Eyes Meadow:

- a) Remove the top-soil mounds, which are again being used for various activities by local youths. The Clerk reminded members that this soil along with additional soil from the new Allestree football pitch was earmarked for the proposed new Bowling Green.
- b) Provide an additional Litter Bin in the vicinity of the Cricket Pavilion.
- c) Provide several anti dog fouling notices.

- d) Remove the stakes along the access road, which are considered a Health & Safety hazard and consider replacing these with low level shrub borders to prevent vehicles driving on the grassed areas.
- e) The Assistant Clerk has also obtained a quotation from the Grounds Maintenance Contractor for levelling, re-turfing and watering all eight goal areas on Eyes Meadow, the moving of the goal posts, resetting of sockets and repairing a damaged cross bar.

Resolved:

- a) That arising from (1) above, the Clerk arranges to charge football teams £10.00/session, for self supervised use of the Changing Rooms for training purposes during the summer recess.
 - b) That arising from (4) above, the Clerk advises the Belper Vintage Event Committee that their application to hold their event again in 2004 on Eyes Meadow has been approved, confirming that they should obtain the necessary Public Entertainment Licence if this is deemed necessary by the Borough Council.
 - c) That arising from (6) above, the Clerk reaffirms the Parish Council's request for the Millennium Meadow Conservation Trust to erect deep water Warning Signs on all entrances to their site.
 - d) That arising from (9) above, the Clerk approves the various applications by the Community Association for the use of Eyes Meadow, for the various Carnival related events they have planned.
 - e) That arising from (10) above, the Clerk advises the Late Summer Ball Committee that the Council have no objection to this event and invites them to complete the appropriate application form.
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- f) That arising from (11) above, the Clerk forwards his plans for parking near the Church to the Church Warden and the Borough Council's Arboriculturist.
 - g) That arising from (12) above, the Clerk arranges the following actions on Eyes Meadow (a) that hazard warning notices be erected in the vicinity of the soil mounds, (b) that a new litter bin be erected near the Cricket Pavilion, (c) that several anti dog fouling notices be placed at strategic locations, (d) that a suitable scheme for removal of the highway stakes and their replacement with low level planted borders and barrier gates be prepared for members approval, (e) that under Financial Regulation No.

11.1 (iv) the quotation from Ulyett Landscapes in the sum of £750.00 for the levelling, re-turfing and watering of eight goal areas be accepted and that additional quotations be sought for the re-setting of the goal posts and repairing one cross bar.

OS/17/04 Gray Recreation Ground Matters

1. **Football Pitch Hire** - the Clerk reported that he had prepared a new Lease Agreement for the use of Gray Recreation Ground by the William Gilbert Endowed School and forwarded the document for signature along with an invoice in the sum £428.71 for the 2004 lease period.

2. **Playground Equipment** – the Clerk reported that he had not as yet received any further advice from the Borough Council or DALC regarding the future of play areas. He reiterated that important decisions regarding the survival of the play area on Gray Recreation Ground will need to be made by the end of the year. Members reported that the self-closing mechanism on the gate was not working at the entrance to the play area.

3. **Dangerous Trees** - the Clerk reported that the remaining diseased Lime tree had been felled and branches and brash removed from site. Once ground conditions permit the Contractor will return to remove the two remaining trunks and three roots, before reinstating the area.

Resolved: that arising from (2) above, the Clerk arranges for the Play Area gate to be repaired.

OS/18/04 Grounds Maintenance Contract

The Clerk confirmed that he would be preparing the new Grounds Maintenance Contract in the Autumn, with the new tendering process taking place early in 2005.

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OS/19/04 Budgetary Control and Income received for 2003/04 and the Approved Budget and Expenditure to date 2004/05

The Clerk reported to members on the expenditure and income received in 2003/04, together with the Approved Budget and expenditure to date in 2004/05, for the Open Spaces Committee, as follows:

Normal Expenditure

	Budget 03/04	Actual 03/04	Actual 04/05	Budget
04/05	£	£	£	£

Grounds Maintenance - Eyes Meadow 7,000	7,000	4,396	730	
Grounds Maintenance – Gray Rec Grd 2,000	2,000	1,859	306	
Emptying of Dog Bins 2,000	2,000	1,163	-	
Changing Rooms – energy & water 1,300	1,300	1,365	103	
Eyes Meadow – buildings & equipment 1,000	1,000	711	219	
Telephone 100	100	168	-	
Village Superintendent/Football Sup'n 1,500	2,500	1,130	-	
Tidyman	-	178	-	-
Supply Labour	500	-	-	-
Seating, Litter & Dog Bin prov'n & maint	-	271	367	-
Fly Tipping	-	197	-	-
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	--	16,400	11,438	1,725
14,900		-----	-----	-----

Exceptional Expenditure

Seating, Dog & Litter Bin Provision	-	-	-	-
Play Equipment – Gray Rec Grd 2,500	2,500	87	-	-
Eyes Meadow – Changing Rooms	2,000	2,777	-	-
Eyes Meadow – Car Park 2,500	2,500	-	-	-
Notice Boards	1,000	-	-	-
Contingencies	1,000	-	-	-
Bonfire/Firework Display 1,800	-	1,920	900	
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6,800		-----	-----	-----
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Combined Totals	25,400	16,222	2,625	
21,700				

2003/04 Income from Open Space Activities

	£
Duffield Cricket Club	200.00
Football Pitch Hire	5,055.00
Orange Telecoms	2,869.00
Telephone	90.00
Vintage Event	900.00
Fireworks Event	2,751.00
Miscellaneous Income	196.00

	£12,061.00

The Clerk pointed out that the net annual cost for running the Open Spaces Committee's operations for 2003/04, was therefore £4,161.00.

Resolved: that the above Budgetary Control and Income situation for 2003/04 be noted, together with the approved budget and expenditure to date for the 2004/05 financial year.

OS/20/04 Private Access to the Parish Council's Recreation Grounds

The Clerk circulated copies of DALC Circular 15/2004 – Regarding Private Access to Council's Recreation Grounds.

The Clerk pointed out that there were seven such accesses onto the Parish Council's Gray Recreation Ground.

The Circular pointed out that the Council may not wish to prevent access altogether, but simply ensure that the resident does not by passage of time, gain legal right of access. An acknowledgement in writing from the residents concerned, that they have access only by the continuing permission of the Parish Council would prevent them acquiring a legal right.

Resolved:

a) that the Clerk draws up a suitable agreement for the above seven residents, accessing Gray Recreation Ground to sign, acknowledging our continuing permission for them to access Parish Council property.

b) if the action in a) above fails, the Clerk takes the matter up further with DALC regarding the further actions open to the Parish Council.

OS/21/04 B T C V

The Clerk reported to members on the content of the April/June 2004 edition of the Derbyshire Conserver magazine, which contained several references to BTCV activities on the Millennium Meadow.

OS/22/04 Date of Next Meeting

Resolved: that the next meeting of the Open Spaces Committee will take place at 7.15pm on 2 November 2004.

There being no other business to discuss the Chairman closed the meeting at 8.50pm.

Signed ----- Date -----