

# DRAYTON PARISH COUNCIL

## OPEN SPACES & PROPERTY MEETING MINUTES

held on Thursday 19<sup>th</sup> January 2023 at 7pm in The Pavilion, King George V Playing Field, Drayton, NR8 6AW.

In attendance: Cllrs A Crotch (Chair), J Anderson, C Brown, G Everett, K Morgan, N Quinsey.

Two members of the public were present.

1. Members' declarations of interest and requests for dispensations  
None declared.
2. Apologies and consideration of acceptance for absence.  
None received.
3. To receive and approve committee minutes from meeting held on Monday 28<sup>th</sup> November 2022. The minutes were received and **APPROVED** by the committee.
4. To allow public participation in accordance with Standing Orders.
5. To report on the progress of items from previous meetings. No discussion, decisions or debate may take place during this item.
  - 5.1 Update from Sutcliffe Play regarding the play area lead times and installation. Equipment will be ready on the 6<sup>th</sup> March 2023 with 3-4 week installation period required thereafter. The Council would still like to push for 31<sup>st</sup> March for completion with snagging complete thereafter. The Council would like to see a schedule of works for the installation.

**Action: Clerk**
  - 5.2 Update on the use of pitches at Longdale. Weekend matches are being staggered which is helping to alleviate the pressure on parking. The Council will continue to monitor.
  - 5.3 Update on the GNGB application submission. The Council noted that the GNGB submission is required in June 2023. It was considered that this may be unrealistic given the time from the results of the feasibility study being published and the deadline for the application. It was proposed to submit the application in June 2024 instead, however this will be reviewed at each OSP meeting.

**Action: Clerk**
6. Review the Committee budget with reference to recent, ongoing, and future projects.
  - 6.1 King George V Play area funding. It was proposed to show on scribe the allocation of CIL to the play area project. The Council noted the spend of £14,242.05 of S106 on the play area.

**Action: Assistant Clerk/RFO**

The committee requested the production of a timeline which shows activity against receipt of funds.

**Action: Clerk**

The committee requested further information on the dates payments are required for each stage of the play area installation, and for automatic payment to be set up to avoid delay.

**Action: Assistant Clerk/RFO**

7. In respect to the proposal to re-vamp/refurbishment King George V Playing Field and Pavilion:

7.1 To receive an update on the progress of LSI Architects.

The committee viewed the initial plans and ideas provided by LSI Architects with respect to suggested layout and positioning. The following observations were made to feedback:

- Positioning of the garage given the new plans.
- Possibility for a meeting room/offices closer to the bowls club.
- Inclusion of the kitchen on the square meterage shown on the plans.
- Explore options for sport facilities to be in a separate building.
- Explore options for extending the bowls club to accommodate the Council offices.
- Investment of funds into the pitches to improve the quality.
- Consider how the 'larger room' can have a broad appeal over and above sport for the wider community.

**Action: Clerk**

7.2 To review the progress of the Broadland District Council feasibility study and associated timeline. The committee viewed a draft timeline of events leading up to the results of the feasibility study being released in April, and the proposed actions thereafter. It was proposed to hold an additional OSP meeting with a one item agenda following the results to discuss the content of the report and determine the next steps in conjunction with advice from Broadland District Council.

**Action: Clerk**

8. Discuss the repair/replacement of the gates at King George V Playing Field and consider quotes.

Defer to next meeting. Request RG Carter to assess the safety of the pillars.

9. To resolve the ongoing contract with Absolute Sport and Leisure.

The committee proposed to meet with Absolute Sport and Leisure to discuss the contract and the current hours the facility is being used. This meeting should be re-instated as an annual occurrence. It was decided to continue with the current contract and review again in January 2024.

**Action: Clerk**

10. Items for the next agenda.

10.1 Re-surfacing of Longdale Carpark.

10.2 Re-paint of play equipment at Longdale.

10.3 Consider options for a practice/kicking wall at King George V Playing Field and Longdale.

10.4 Consider updating the floodlights at Longdale and King George V Playing Field to LED lanterns.

10.5 Check the services at Longdale Pavilion.

10.6 Anti-social behaviour at Longdale.

11. To agree the date and time of next meeting.

2<sup>nd</sup> March – OSP Committee Meeting.

20<sup>th</sup> April - one item agenda for the results of the feasibility study.

Meeting closed at 20.36.