

# DRAYTON PARISH COUNCIL OPEN SPACES & PROPERTY MEETING MINUTES

held on Thursday 2<sup>nd</sup> March 2023 at 7.15 pm in The Pavilion, King George V Playing Field,  
Drayton, NR8 6AW.

Present: Cllrs A Crotch (Chair), J Anderson, C Brown, G Everett, K Morgan, N Quinsey.  
2 members of the public were in attendance.

1. Members' declarations of interest and requests for dispensations  
None.
2. Apologies and consideration of acceptance for absence.  
None.
3. To receive and approve committee minutes from meeting held on Thursday 19<sup>th</sup>  
January 2023.  
The Committee received and **APPROVED** the minutes.
4. To receive questions or comments from members of the public on matters on the  
agenda.

A member of the public wished to raise the state and condition of the pitches at Longdale. Enquired as to whether there would be an increase in maintenance and an improvement in the service provided. Recently, there was an incident with the pitches being marked incorrectly, which resulted in teams having to move to the Nest to play. Moles are an ongoing issue. Enquired as to whether the Grounds Maintenance Contract could consider incorporating more care of the pitches at Longdale to improve conditions longer term and ensure that Drayton teams remain 'in Drayton' rather than being forced to seek better condition pitches elsewhere.

5. To receive updates on matters arising from previous meetings.

#### 5.1 Update on King George V Play Area.

**Sutcliffe Play.** Installation to being on 8<sup>th</sup> March 2023 with an estimated completion date of the 26<sup>th</sup> April including snagging. Two installation teams working on the project. First invoices are due to be received mid-March with payment due mid-April.

#### 5.2 Update on replacement play equipment at Longdale and Florence Carter Memorial Playing Field.

**Play Equipment.** Longdale: Replacement chains ordered. Expected delivery 1-2 weeks. Maintenance operative to fit.

**FCMP:** Wicksteed representative to visit the site to determine requirements and arrange for refit. Expected completion 2-3 weeks.

#### 5.3 Update on Christmas Tree options for Florence Carter Memorial Playing Field. Defer to next OSP Committee meeting.

**Christmas Tree.** Discussed at E&H. Recommendation to Council is to continue to purchase a tree on a yearly basis. Concrete base for the current holder needs to be replaced.

#### 5.4 Update on Project KGV.

**Project KGV:** Meeting between the Sports Consultancy on 27<sup>th</sup> February with various different stakeholders including football teams, Drayton Cricket Club, Slimming World, Bowls Club and PC Peyton.

Thereafter, other stakeholders will be consulted within Drayton and from the immediate surrounding area before a meeting is requested with Councillors to discuss findings, and the desires of the Council. Date TBC.

Meeting on 2<sup>nd</sup> March 2023 with the Clerk, Chairman and OSP Chairman in which funding options were discussed, including grants and donations.

The 'one item agenda' meeting scheduled for the 20<sup>th</sup> April 2023 will enable discussion of the report from the Sports Consultancy and enable the Committee to make recommendations for the next steps.

6. Review the Committee budget with reference to recent, ongoing, and future projects. The Committee reviewed and noted the budget.
7. Discuss the repair/replacement of the gates at King George V Playing Field.

Following the structural review carried out by RG Carter, it was deemed that the pillars are structurally sound. The Committee **APPROVED** to leave the pillars in situ and repair/improve at a later date.

8. To review the ongoing contract with Absolute Sport and Leisure.

The Committee reviewed the contract and **AGREED** the quarterly charge increase to £1449.25 (£5797 +VAT annually) in line with CPI as at December 2022.

9. To review the contract for Grounds Maintenance.

The committee reviewed the schedule of works for each location.

**King George V Playing Field.** The Committee made the following recommendations:  
More specific dates for the pitch marking to ensure it coincides with the start of the football season.

Check the recommended height for hedging near play area.

**FCMP.** No recommendations.

**Longdale.** The Committee made the following recommendations:  
Quote for blue lines to be considered on an ad hoc basis rather than as part of the ground maintenance specification.

Greater specificity in the hedges which are cut.

Check the recommended height for hedging near play area.

The committee proposed to continue with the specifications as outlined (with the aforementioned recommendations) for Council.

It was proposed to invite a specialist from the FA to assess the pitches at Longdale and KGV and make recommendations for ongoing maintenance.

It was proposed to invite a specialist from the FA to assess the 3G pitch at Longdale and make recommendations for ongoing maintenance.

10. To review the scope of the Maintenance Operative role.

Check the scope of the public liability insurance with respect to the Maintenance Operative carrying out weekly inspections.

Consideration for the addition of the new items for the KGV play area and a training course for maintenance.

Standardised check for the goal nets at the 3G pitch for wear.

Consider removal of the window cleaning on ground of health and safety.

Consider an increase in the number of hours given to the Maintenance Operative role

11. To consider options for the expansion/resurfacing of the carpark at Longdale.

Continue to encourage the staggering of games at weekends to reduce the volume of cars at any one time.

It was proposed to go with 'option' 3 and obtain quotes for inclusion of the central grassed areas of the car park and maintain the rest of the carpark as best as possible.

12. To consider the compilation of a schedule of works for Longdale and KGV.

It was suggested to approach LSI Architects for a schedule of standardised check required to maintain a buildings upkeep and safety e.g. checks for heating, lighting, structural and electrical inspections, water.

13. To consider quotes for the construction of a re-bound wall at Longdale.

The committee decided to defer this item to consider further options for a kick board with a more modest specification.

14. To consider options for lantern upgrade of the floodlights at Longdale and KGV.  
Defer to the next meeting.

15. To discuss planting areas at Florence Carter Memorial Park.

Consider planting options for the following areas:

Area behind the bench

Corner of park near to School Road

Area around the tree two most prominent trees in the centre of FCMP.

Area next to the Harry Cator memorial

It was proposed and **AGREED** to obtain quotes to clear the areas and speak to the horticultural society regarding planting and ongoing maintenance.

16. To discuss and agree plans for Drayton Fair.

Larry Gray would like to return the first week of August to Longdale for the annual Fun Fair. He is keen to change the layout of the fair to further minimise the impact on residents who live in the surrounding area. It was noted that greater consideration must be given to

the impact of the fair on the condition of the pitches. Request for a site plan. Advertise the event 2 weeks prior. Larry Gray will be in attendance at Longdale from the 30<sup>th</sup> July.

It was **AGREED** to permit the Larry Gray to utilise Longdale for the Fair.

17. To agree the updated Hire Charge Schedule for 2023/24.

The Committee **AGREED** the hire charge schedule.

18. Items for the next agenda.

Re-paint of the play equipment at Longdale.

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

Thursday 20<sup>th</sup> April 2023 – To discuss the results of the Feasibility Study.

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