DRAYTON PARISH COUNCIL
OPEN SPACES & PROPERTY COMMITTEE MEETING

Held on Thursday 18th April 2024 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.
Parish Clerk: Sarah Hawken
2 members of the public were present.

1. **Members' declarations of interest and requests for dispensations.**
   Cllr Anderson declared a non-pecuniary interest for item 9 as a member of the Friends of Longdale.

2. **Apologies and consideration of acceptance for absence.** None received.

3. **To receive and approve committee minutes from meeting held on Thursday 15th February 2024.** The Committee received and approved the minutes.

4. **To allow public participation in accordance with Standing Orders.** Acting Chairman and Treasurer of the Bowls Club had the following comments: With respect to the Councils decision to extend the lease by only one year, the Committee would like the Council to re-consider and extend the lease by a further 3-5 years. By nature of the Bowls Club calendar, the planning for larger events such as County Finals must begin in advance. A one-year lease would not provide any security for this. Drayton Bowls Club is home to one of the best grounds in Norfolk and are often the first choice to host prestigious events with bookings now being requested in 2026. The Committee have plans to improve the club such as the perimeter fence but would not like to commit to such work if there is no security beyond one year. A 3-5 year lease would be favoured, with an annual review.

   A member of the public reported that Euphobia has been planted in Florence Carter Memorial Park which has a toxic sap. It is requested that the plants be removed or replaced. Children have also been seen playing ball games at the park; request for the 'no ball games' signs need to be re-instated.

   With respect to the Pavilion refurbishment, with consideration for the other members of the public, it is requested that the Committee ensures the amount of money being invested is commensurate to supporting the wider community. A more modest renovation would perhaps be more appropriate.

5. **To receive updates on the following of items from previous meetings:**
   a. Pitch Maintenance Programme Grant Application. The grant has been approved by the Football Foundation. They are happy to support the Council with respect to a 6-year programme to improve the quality of the pitches. The Clerk has raised some questions with respect to the level of cover. Once received, the final offer will be shared with the Committee before the final contract is signed.

      Cllr N Quinsey arrived at 7.13pm

   b. Feedback from the meeting with the Bowls Club Committee with respect to the contractual changes proposed for November 2024.

      A meeting was held with the Bowls Club (BC) on Wednesday 17th April 2024. The following notes summarise the discussion.

In attendance: Neil Quinsey, Sarah Hawken, Paul Webb (BC Committee Treasurer), Janet Chappel (BC Secretary), 1 x BC Committee Member.

Following the minutes of the Parish Council Meeting on 2nd February 2024, and the decision to extend the current lease by 1 year, raise the lease charge to £375 and continue with the insurance contribution of £175, the Bowls Cub Committee wished to raise the following:

Lease Agreement: Concerns about the 1-year lease renewal. The BC committee would prefer a lease agreement to reflect the previous agreement which ran for 5 years, with an annual review. By the nature of the BC calendar, they are required to make plans into 2025/26. A one-year agreement would not provide enough assurance or security for their future as a club.

Request to understand exactly what the insurance contribution goes towards as the BC already pay for their own insurance. It was clarified in the meeting that the insurance policy schedule which Drayton Parish Council (DPC) holds with BHIB covers the physical building as well as assets which affect the overall functionality of the building. DCP would encourage the Bowls Club to have their own insurance for more 'personal' assets such as bar stock, trophies, bowls equipment, etc.
The lease agreement doesn't make reference to who is liable for the cost of insurance. It was clarified in the meeting that the lease confirms that the landlord, in this case DPC, is responsible for ensuring there is insurance, whereas the Bowls Club is responsible for ensuring it is paid. Therefore, the contribution the BC makes towards the building forms part of the lease agreement.

Other issues and discussion: The Committee wished to understand if there are any future plans for improvement works to the carpark or if anything can be done on health and safety grounds to improve the carpark in the meantime.
The bowls season runs from the end of April to mid-September, throughout which the club is used almost everyday. During the winter months, the building is only used for a few meetings and if requested, consideration given to members who would like to hire the building for other uses.
New memberships are being encouraged, although generally are on the decline with the club currently holding around 50 members. The BC sustains a financial loss year on year though this is not considered drastic or significant. The BC hold enough reserves to be able to cover liabilities for 3-5 years should memberships continue to decline.

The committee discussed that in light of the information provided by the Bowls Club Committee at the meeting, it may be pertinent to extend the lease for more than 1 year, with consideration for reviewing the document. It was noted that Council have already made a decision on this however if 3 Councillors are minded to review the decision, this can be bought back to Council for reconsideration.

c. Update on the re-paint of the play area at Longdale.

This is scheduled to be completed by Godstone Decorators at the beginning of May in time for the school holidays.

d. Update on the planting at Florence Carter Memorial Playing Field.

Planting at FCMP has begun. Some of the plants have been reported as not being appropriate for the park as already discussed. Planting will be completed by the end of April 2024, with support from the children of Drayton Junior School Council on the 26th April 2024 to plant the central flower bed.

6. **To discuss the continuation of football training on the pitches at Longdale and King George V Playing Fields out of season.**

DYFC have made a request to the Committee to utilise the pitches outside of the football season. The Committee discussed the importance of the pitches to be rested, and the pending pitch maintenance programme which needs to be given the best possible opportunity to be effective. The Committee declined to support the request however agreed that DYFC could utilise the perimeter area at KGV provided this doesn't conflict with Cricket.

7. **With respect to future hire agreements, discuss the priority users for Longdale and King George V Playing fields.**
   A request has been made by DYFC to hire the football pitches at both Longdale and King George V Playing Field. The Committee discussed the opportunity for other clubs to hire the pitches and the willingness to support the wider community. It was discussed that the pitches would be for a number of hours on either a Saturday or Sunday which could potentially deter other users. In terms of maximising the use of facilities, booking out all pitches for the season would make best use of space. There could be an option for reserving a space for public use which cannot be booked by a team.

   It was proposed to hire both Longdale and KGV football pitches to DYFC for the forthcoming season as per the hire charge schedule. 5 in favour 1 against.

8. **Review and agree Hire Charges for 2024/25.**
   The Committee reviewed the suggested increase in charges which totalled 5% for bookings, as per the budget recommendations. It was discussed that charges should reflect the increase in maintenance being applied to the pitches for the forthcoming season.
   The Committee confirmed that the £357.50 annotated on the charges for the pitches at King George V Playing Field is the cost 'per pitch', and not for the entire site.

   It was proposed to increase the group activity hire, Pavilion hire and Cricket charges by 5%, with football pitch hire charge for the season being increased by 8%. All in favour.
   This recommendation will be passed to Council on 9th May 2024.

Longdale

9. **To receive request from the Friends of Longdale with respect to hiring Longdale from 29th July 2024 - 5th August 2024.**

   Cllr Anderson as a member of the Friends of Longdale, informed the Committee that they would like to hire Longdale for the use of the Larry Gray Fair. He expressed that there were concerns over the increase in conditions being applied over the last few years with respect to the ability to hire the facility for the purpose of the fair.
   A question was raised regarding where the liability sits from a risk perspective. As the Friends of Longdale are not a legal entity, should there be an issue with the fair, there is concern that they will not be adequately covered from an insurance perspective.
   Concerns regarding where the Fair is sighted in the interest of the surrounding residents and the protection of the pitches, as well as the need for the setup of the fair to be carefully managed due to the hazard to users of Longdale during this period.
   The Committee articulated their full support for the Fair as a fantastic even for the local and wider community.
   It was discussed that the fair provider may wish to hire directly to the Parish Council rather than via the Friends of Longdale.

   The Committee proposed to decline the request from Friends of Longdale for the hire of Longdale for the purpose of the Fair from 29th July 2024 - 5th August 2024. The Committee further proposed to liaise with the fair provider for the hire of Longdale for the purpose of the Fair from 29th July 2024 - 5th August 2024. 4 in favour, 2 abstentions.

10. **To receive and approve options for Pitch Booking System with respect to the management of the 3G facility.** The Committee proposed Clubspark as the booking platform

for 12months. All in favour. The Clerk is given delegated authority to continue with the work required to setup the booking platform for the 1st June 2024.

11. **To discuss anti-social behaviour at Longdale**. Meeting to be held on the 29th April for a walk around with Parish Council members following concerns raised by a member of the public as to anti-social behaviour at Longdale.
12. **To receive request for end of year social from DYFC for 18th May 2024**. The Committee supports DYFC to hold a social at both Longdale and KGV, however the use of a Bouncy Castle at either location is not permitted.

King George V Playing Field

13. **Update on the Pavilion Project**:
    a. Update on the progress of funding applications.
    A number of applications have been submitted. Some have been unsuccessful on the grounds of the parameters of the project and the funds currently held. Norfolk FA, England Cricket Board remain supportive of the project provided the plans are updated to comply with both FA and ECB national standards. The Clerk has requested the architect revise the current plans inline with these requirements for consideration by the Committee at the next Pavilion Project meeting.
    b. Feedback from main users of the King George V Playing Field Pavilion with respect to the refurbishment current concept. Feedback has been received from Drayton Cricket Club and disseminated to members.
    c. Discuss the requirement for a Public Consultation for the King George V Pavilion Project. It was discussed that it may be beneficial to defer the consultation for now, until the plans have been confirmed in accordance with item 13a.

The Chairman requested an extension of the meeting by 10 minutes.

14. **Signs for playing field and play area.**
    The Committee agreed that the sign provision at the King George V Playing Field is sufficient. The Committee agreed that the 'no ball games' signs should be re-instated at Florence Carter Memorial Park.
15. **Items for future meetings.**

16. **To agree the date and time of next meeting.**

30th May for KGV Project Meeting

Meeting closed at 9.09pm