

DRAYTON PARISH COUNCIL

OPEN SPACES & PROPERTY COMMITTEE MEETING MINUTES

held on Thursday 18th January 2024, 7:00pm at The Pavilion, King George V Playing Field Pavilion, Drayton High Road, Drayton, Norwich, NR8 6AW.

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

Parish Clerk: Sarah Hawken

1. Apologies and consideration of acceptance for absence.

None.

2. Members' declaration of interest and requests for dispensations.

None.

3. To approve minutes of Committee meeting held on 29th November 2023.

The Committee approved the minutes.

4. To allow public participation in accordance with Standing Orders.

No members of the public present.

5. To consider matters for discussion and decision concerning finances.

5.1. Review expenditure for 2023/24. The Committee reviewed the expenditure to date. It was noted that there are additional items that are going against the budget than initially considered. With future purchases the Committee needs to specify whether the purchase/project is funded from CIL, S106, general fund or a reserve. Check the remaining expenditure against 'security'.

6. To receive updates on Committee matters arising from previous meetings:

6.1. Update on planting at FCMP. Handed over to the Environment and Highways Committee at present. Planting type and volume to be reviewed once the trees have been planted.

6.2. Update on bin and picnic bench installation at KGV. Bin has been installed and the round bench has been moved to the vicinity of the play area. The picnic bench has been ordered with a lead time of 2-3 weeks.

6.3. Update on the purchase of wheeled goals. Meeting arranged with FA representative for the 25th January to review order prior to applying for the grants.

7. To consider matters for discussion and decision concerning Longdale:

7.1. Consider options for the management of the 3G facility.

The current running costs of the 3G facility were discussed against the projected revenue, and the requirement to ensure funds are available to replace items such as the surfacing, fencing and nets as required. The Committee recognised that this is a community facility, and that profiteering from the leasing of the facility is not the aim. To this point, the committee discussed the importance for the facility to be available across the spectrum of user groups, at all times of the day.

The Committee considered that they have 3 options for the management of the 3G Pitch going forward; 1. To bring the management of the facility back under the Parish Council. 2. Consider DYFC to manage the facility. 3. Approach Absolute Sport and Leisure to extend their lease for a further year.

DRAYTON PARISH COUNCIL

OPEN SPACES & PROPERTY COMMITTEE MEETING MINUTES

The Committee acknowledged that bringing the management of the facility back to the Parish Council would potentially require an increase in staffing hours to implement the changes. This would include booking system and advertising.

The Committee proposed to allow the lease with Absolute Sport and Leisure to lapse on the expiry date and bring the management of the 3G facility at Longdale back to the Parish Council and seek support from a third party for online management. All in favour.

7.2. Consider application to the Pride in Place Community Grant scheme.

Applications are still being welcomed for the last round of applications to the Pride in Place Community Grant scheme. Contractors have been approached to extend and refurbish the carpark at Longdale to enable a greater number of vehicles to be accommodated. The Committee discussed funding sources, and the requirement over and above other projects in the parish. The Committee further discussed the extent of the refurbishment and if smaller and/or different areas of the carpark could be considered. The Committee questioned the source of the funding.

The Committee proposed to not proceed with the refurbishment at this time. 4 in favour, 2 abstentions.

The Committee agreed that provision needs to be made for the carpark to be appropriately refurbished.

7.3 Consider next steps for the pitch maintenance programme. Item deferred to next meeting of the Committee. Meeting scheduled with FA representative on 25th January 2024.

8. To consider matters for discussion and decision concerning King George V Playing

Field:

8.1. To consider options for the Bowls Club lease agreement.

The Committee discussed the usability of the building, the responsibilities of the Bowls Club and the potential future requirements in terms of maintenance and usability. The Committee reviewed aspects of the current lease including the responsibility for maintenance. It was discussed that the Bowls Club need to provide evidence of any regulatory tests carried out for insurance validation purposes. The Committee discussed the current amount of rent charged and the justification for the amount requested, and discussed the annual RPI increase in the lease which has not been requested.

The Committee proposed to extend the lease for 12 months from November 2024, increasing the lease charge to £375. All in favour.

The Committee proposed to take responsibility for all regulatory tests subject to an update of the current position. All in favour.

8.2. To discuss options for the 80th Anniversary of D-Day Celebration 6th – 8th June 2024.

Discussed that this event should be more commemorative rather than celebratory. The Committee resolved to approach local schools, churches and care homes to discuss their ideas and potential opportunities to support. The Committee discussed appealing to residents who may have stories and/or memories which they would like to share of D-Day. Defer to the next Parish Council Meeting.

DRAYTON PARISH COUNCIL OPEN SPACES & PROPERTY COMMITTEE MEETING MINUTES

8.3. Agree on signage for the play area. The Committee proposed to request similar design to Padgate Green for installation at King George V Playing Field. The same sign was agreed for

9. To consider matters for discussion and decision concerning Florence Carter Memorial Park:

9.1. To provide feedback following the Christmas Lights Switch-On event.

Police gave positive feedback from a public engagement perspective.

There were a few comments that not all attendees were offered a raffle ticket.

The sound company assigned to support withdrew minute, which meant that the commentary was difficult to hear.

9.2. Agree on signage for park.

10. Matters to consider for next agenda.

11. Date and time of next Committee meeting 15th February 2024.

Meeting closed 9.03 pm.