



**Minutes of the meeting of the Recreation Committee.  
Held at Michael King Pavilion, Recreation ground,  
Main Road, Colden Common, SO21 1RR  
Monday, 2<sup>nd</sup> October 2023 at 7.00pm**

**Present:** Cllr Jacqui Hadley (Chair)  
Cllr John Boyes  
Cllr Hazel Crosthwaite  
Cllr John Pearce  
Cllr Geoff Scardthomas

**Apologies:** Sophie Thorogood (Assistant Clerk)  
Cllr Maggie Hill  
Cllr Brian O'Neill

**In attendance** Debbie Harding (Clerk)  
Cllr David Martin

**REC18/23 To receive apologies for absence.**

Apologies were received as listed above.

**REC19/23 To receive any declarations of interest related to subsequent agenda items**

No declarations of interest were received.

**REC20/23 To resolve to approve and sign the minutes of the meeting of the Recreation Committee held on the 5<sup>th</sup> June 2023**

The minutes of the Recreation Meeting held on 5<sup>th</sup> June 2023 having been circulated, were considered.

***It was resolved, the minutes were an accurate record of the meeting, proposed by Cllr Jacqui Hadley and carried.***

## **REC21/23 To receive an update from the Clerk**

### **Central Park play area repairs**

The accessible roundabout on Central Park has excessive play which has highlighted a finger trap risk. The roundabout was installed in 2010 and was the first accessible roundabout that Playdale produced. It runs on 4 wheels with a central bearing which was replaced in 2018 at a cost of £956.23. The Playdale engineer has been to site to quote for repair which is £1,126.09. This repair is not guaranteed to solve the issue. Since 2010, the design has been updated to solve this issue. The updated unit runs on a complete bearing track which stops the unit jumping and moving thus removing the finger rap hazard. It also contributes towards a smoother spin.

**It was resolved it recommend to Full Council that a new unit is installed funded by ear marked reserves for play area replacements.**

The rota bounce unit on The Green needs a new suspension unit which is £450.00, The climbing net and rope on the slide unit needs replacing which is £1,038.78 plus VAT.

These repairs have been ordered.

### **Recreation Ground**

The large multi-play unit on the recreation ground requires new chains on the two seat areas. This has been ordered from Kompan at £584.73 plus VAT for supply and fit which have been ordered.

The Contractor who completed the part refurbishment on the seating area on The Green have replaced the wooden poles which discourage movement (for safety) between the bucket swing and the rota bounce unit. They will also be refurbishing the wooden seating on the Skateboard Park and staining it.

The Clerk has been investigating dog waste bins with a view to installing them near the entrance points to Stratton Copse when the land transfer takes place. Warwick Estates have indicated that if the Parish Council purchase 3 dog waste bins, they will be responsible for the ongoing maintenance and emptying of them. The Cost is approximately £1,000 for three bins with associated costs of installing them. The Clerk recommends this as pragmatic solution (especially as they will need installation on Warwick Estates managed land). It was agreed to discuss this matter at the November Parish Council meeting.

The **Silent Soldier** has been installed at The Green seating area. This has been funded completely by donations from villagers.

The **Willow Café** has requested to open on Sundays when football is taking place at the Recreation ground for which the Clerk has given permission. It is likely that they will request further opening days.

### **Football**

We now have 7 youth teams and two adult teams playing on 5 pitches this year. This year also see a new Saturday girls team playing on the Recreation ground.

We have 3 teams training at Colden Common Park during the Winter.

### **Scouts – Fireworks**

The Clerk is meeting with the fire building team for the firework night on Monday, 2nd October. One of the stables has made a complaint regarding the use of the word Whizz & Bang on the advertising and would details of the Scouts public liability insurance.

### **Colden Common Park**

The car park repairs are complete.

### **Trees**

We have a very large Ash Tree in North Pond which has minor Ash Die back but has a fungus which means it unstable and unsafe and requires removal.

### **Recreation Ground wildflower area.**

Once the seeds have dropped from the wildflowers, the Clerk will arrange for Beech or Hornbeam hedging whips to be planted.

### **REC22/23 To receive any comments, updates, and questions from members of the public, sports clubs, caretakers and wardens**

### **Colden Common Cricket Club**

The Club have had a successful season with no defaulted fixtures and social BBQ's which have been well supported.

The grass on the square is still requiring cutting due to the weather.

Potentially a member is willing to take over as Chairman.

The Club will continue to have two teams next season. The end of season presentation night is coming up and will be held in the village.

The Club may install an electronic scoreboard and wondered if it possible to have an outside socket installed.

The Club may need some more storage and will arrange to meet with the Clerk to see what can be made available.

### **Colden Common Tennis Club**

The courts have been repainted and the club is running well.

The annual quiz will be held again this November

Members are enjoying the new Club room, although it was thought more members would want to use it.

The Club are considering installing a TV and Dart board in the club room (subject to the necessary licenses)

The Club has 160 lead members (plus other household members)

It was confirmed that the Club needs to insure the courts perimeter fencing.

It was noted that the grounds can be accessed by vehicles from the Orchard Close end of the park and this may need securing.

**REC23/23 To approve the installation of CCTV at Colden Common Park and the impact on the guarantee for the rising bollards.**

It was agreed installation of CCTV at Colden Common Park will benefit both security and monitoring of the performance of the rising bollards.

Quotes are being obtained for the installation of a pole to attach the camera.

If the bollards do not drop properly (failure) and the bollards are driven over which damages them, Barker and Geary have replied that they will look at each situation fairly. If it is deemed a warrantable failure and still within warranty, then they will rectify the issue.

On going costs will be £20 a month for a sim card to access and download the data.

The Clerk to approach an alternative installer to ask what they recommend being installed in a location such as Colden Common Park. What happens if a vehicle drives over them before being fully retraced, can they withstand someone standing on them, are they fit for purpose.

The Clerk to produce a summary on the conversations with the contractor from install to date on the rising bollards as a record.

It was agreed that the Clerk will go ahead and install the CCTV to monitor the bollards, as evidence towards their performance under delegated powers.

**REC24/23 To update on the installation of a pump track at Colden Common Park. To delegate the final entrance of the track to the Clerk**

The contractor as indicated they will be on site w/c 6th November. The location of the entrance track to agreed between the contractor, the Clerk, the grounds contractor in association with Cllr's Boyes and Hadley.

**REC25/23 To update on the final account of the Michael King pavilion including discussion on the retention and investigation into the drainage issues of the outside toilet.**

The Clerk will arrange replumbing of the outside toilet waste which is not fit for purpose as it is continually blocking. The cost of the works will be added to the list of costs incurred to be deducted from the retention of £8,075. £8,075 retention was accrued in last year's accounts.

The last date the contractor was onsite was 11<sup>th</sup> April, so the 6 months period to hold retention is 11<sup>th</sup> October. The Parish Council will wait to see if the contractor gets in touch to ask for the release of the retention. The surveyor is fully supportive of deductions against the retention. The Council has receipts to fully justify any deductions.

The East wall of the pavilion has been rendered and painted, but the finish is poor. This should also be noted as a charge under the retention.

The contractor presented further invoices for £5,000 in April 2023 which the surveyor would not certify for payment. The construction agreement has provisions for compensation due to delays.

£25,657.23 which is ear marked reserves for the Recreation Ground project should be released and ear marked instead for play areas.

**REC26/23 To discuss the quotes received for the improved pedestrian and wheeled access to the park and to approve a revised scope of works.**

The preferred scope of works (scope 1) included

- Improved pedestrian access from Main Road including a new footway West of the illegal encampment barriers linking to the footway which runs East to West of the park to Orchard Close.
- Extension of the footpath from Orchard Close to the car park to link up with the ramp access to the Pavilion.

The quotation received was £27,225 plus V.A.T.

The Clerk presented an alternative scope of works (2) which is currently being priced by the Contractor. This scope was to

- Extend the footpath from Orchard to meet the Pavilion ramp
- Regrade, extend and resurface the footpath from Main Road to meet the middle of the car park. (This means wheeled users of the park would need to walk through the car park to access the footpath to Orchard Close.

The Committee felt that every effort should be explored to obtain finance to provide a pedestrian/wheeled access away from the car park. The Clerk to research funding for the scope of works (1) and report back to the Committee at the next meeting.

**REC27/23 To review the ground maintenance tender document.**

**To resolve 2 Councillors and the Clerk to open the tenders, evaluate them and recommend the award of the contract.**

In accordance with Public Contracts Regulations 2015 the grounds tender is open and advertised on the contracts finder website

It should be noted that additional costs will occur for items outside the contract such as extra grass cutting, planting trees, watering trees, extra leaves clearance, gardening, fallen branches, pitch maintenance (repair goal mouths, weed killing) etc.

Tenders should be received by noon on the 24<sup>th</sup> November and must be opened at the same time, signed and dated by 3 people on Monday 28<sup>th</sup> November 2023 and evaluated using the evaluation matrix included in the tender.

After the evaluation process the recommended supplier will be considered by the Finance Committee for budgetary and contract purposes and a recommendation is made for the award of the contract to Full Parish Council in January.

It was agreed that the Clerk and Cllr's Boyes and Hadley will open the tenders on Monday 28<sup>th</sup> November at 9am. They will evaluate and score them and make recommendations for awarding of the contract.

**REC28/23 To review the project brief for a new play area at Colden Common Park (subject to funding)**

The Clerk has received news that the CIL funding grant was unsuccessful. Public Works Loans are very expensive due to interest rates. The park is functional and safe but coming to the end of its useful life. The flatbed swings have been removed on safety grounds. Replacing items in a piecemeal basis means that the Council will be limited to replacing existing items and prohibits a complete redesign.

It was agreed to keep the area going for a further year and continue looking for grants.

Next year, the Council can re-apply for CIL funding and we will know more in regard to developers contributions, commuted sums and reserve levels.

The Clerk will put up a poster at Colden Common Park explaining why the swings have been removed and that the Council is looking at ways to finance a new playground which is why we have not replaced the swing.

**REC29/23 To review the quotes received for a new piece of play equipment on The Green, St Vigor Way and resolve preferred option and recommend to Full Council the release of ear marked reserves**

Options were looked at for a multi-play unit and a role play piece of equipment with a slide.

It was agreed to speak to the pre-school which uses the park during term time to ask if they would prefer a multi-play unit with a slide, or a role play piece of equipment with a slide (like a bus)

The Clerk to arrange a meeting with the play equipment company which can build a bespoke unit to explore this option in more detail.

After receiving the pre-schools views, the Clerk to fix a budget for approval at Full Council, provide a fixed scope and ask play companies for their proposals for decision.

**REC30/23 To approve the planting of the reflection garden on St Vigor Way**

It was agreed that the Clerk will go ahead with replanting the reflection garden with tulips and after they have flowered wildflowers. Existing bulbs will be planted elsewhere in the village.

**REC31/22 Councillors' information and question time**

No matters were raised.

**REC32/22 Agenda items for the next meeting**

No matters were raised.