

**Appendix 4**  
**WOLLASTON PARISH COUNCIL**  
**PLAYING FIELD & PARKS MANAGEMENT COMMITTEE**  
**MINUTES OF THE MEETING HELD ON TUESDAY 12 JANUARY 2021 7.00pm**  
**Virtually via Zoom**

**VOTING MEMBERS PRESENT**

Messrs Bailey, Green, Jones, Mitchell, Perry, Savage (Chair), Silsby, and Tew, Mrs Milroy (Vice Chair) - Miss D. Styles, Clerk.

**MEMBERS/PUBLIC PRESENT**

None.

**APOLOGIES**

None.

**MINUTES**

The minutes of the meeting held on Tuesday 08 December 2020 were agreed unanimously and signed as a correct record. Meetings are held virtually due to the Covid-19 coronavirus pandemic under The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

**FINANCES**

Finances were circulated. Spends for December EON Nov/Dec £34.28, Norse wheelie bin £54.08, Frostwood removal of Dizzy Disk base £40, Wydels replacement LED tennis court £165.50, total spends to date £5880.54. Capital spends had the adjustment for the insurance claim of £2944.85 which leaves £5,478.47 to spend. The budget review to end of December 2020 had been circulated showing a total spend of £5880.54 which tallies with the amount on months spends. Queries raised included grants – Capital grants had been received from BCW and PC – whole grant for the adult gym equipment and half of the grant for the tractor shed which was matched by the PC. Clerk confirmed a grant application of £500 had been sent in to BCW towards the new multi play unit at St. Mary's play area for next year's budget as part of the capital spends. BCW has forwarded a DEFRA grant application form for the multi play equipment which clerk will complete and send. £8,000 has been earmarked for the multi play equipment budget 2021/2022 and a further £8,000 will be earmarked in budget 2022/2023. Tree work at Playing Field, Stone Close and Neale Close invoices still to come in for payment. Clerk confirmed the £500 for Cricket Club mowing will be paid this month. The finances were all approved unanimously.

**PLAY EQUIPMENT INSPECTION**

Mr Savage carried out the inspections of the play equipment and adult gym reporting no faults. Some loose bolts on the basket swing at St. Mary's play area had been tightened and the toddler swing at Playing Field play area had been repaired. Mr Savage thanked clerk for locking the tennis courts and closing off the adult gym equipment and putting notices up during the current lockdown. There has been reports of football being played at St. Mary's play area, to monitor and if any damage caused to grass surface, football to be stopped.

**POCKET PARK**

Christmas tree has been removed. Clerk to check whether the culvert has been cleared of debris. The locking and unlocking of the gate appears to be running smoothly. Clerk to ask whether vegetation can be cut back soon.

**SPORTS ASSOCIATION REPORT**

Mr Bailey raised a point regarding the new shelter and Mr Perry confirmed the unit will be fitted with wheels to enable it to be pulled out for matches and then stored away in the new storage area when it is not needed. The unit had come up bigger than expected. Football has been halted due to the current lockdown and a decision will be made later in the season as to what will happen with the football league.

The field, clubhouse and storage area had all been flooded due to the excessive rainfall received on Christmas eve. The floor tiles/carpets in the clubhouse have been taken out and removed from site by a skip and some furniture has been damaged by water as well as fridges. Sports Association have made a contents claim on their insurance. Clerk

to contact PC insurer for 5 dehumidifiers to be placed in the building for a month to dry out the walls. An assessor had visited the building and taken readings and confirmed the dehumidifiers were the best option. Mr Silsby will advise clerk what doors and woodwork will need replacing under the buildings insurance.

The cricket nets were also damaged and the SA will make a claim for some new nets on the insurance too.

It was agreed the playing field had never experienced this unprecedented amount of flooding before. Need to ensure Wollaston Brook is clear in future, clerk will contact Street Dr and Environment Agency to clear drains and check the brook. Mr Silsby will check the mower and blower in the storage area and have the area cleaned out. Mr Green confirmed the football storage container was fine as it is raised from the ground.

Mr Savage thanked all for their hard work with the clean up operation and insurance claims.

Clerk confirmed the new storage area fencing is due to be fitted from Monday 08 February 2021.

### **PURCHASES REQUIRED**

The new litter bin has been fitted in the car park. It is up the tennis courts end.

### **FIELD MAINTENANCE/MATTERS RELATING TO THE FIELD**

Mr Jones will note low hanging branches which impedes grass cutting and advise Mr Savage of the areas. Mr Silsby reported the path to the A509 was beginning to get overgrown. Clerk to advise Street Dr. Clerk confirmed the LED had been replaced at the tennis courts and will return it to the supplier to find out whether it is covered under warranty and a refund will be given. The mole contractor is coming out to the field tomorrow to have a look at the mole hills on the far side of the pitch. Clerk advised the Public Spaces Protection Order had not been placed on the Playing Field so the Borough Council had been contacted and clerk has asked for the Playing Field to be included. There is a Byelaw that states dogs must be kept on a lead, residents can use the field next door if they want to let their dogs off. The issue will be monitored for review over the next few month.

### **DATE OF NEXT MEETING**

Tuesday 09 February 2021 7pm. Virtual meeting.

There being no further business the Chair thanked everyone for attending and closed the meeting at 7.51pm.

Signed by Chair: .....