

RAYLEIGH TOWN COUNCIL
MINUTES OF KING GEORGE V PLAYING FIELD COMMITTEE MEETING
held on 18th March 2019 at 7.30pm
at the Pavilion, King George V Playing Field, Rayleigh

PRESENT

Chairman: Cllr D Sperring
Councillors: J Burton, Mrs C Callis, R Dowell, E Dray, J Lawmon, Mrs J Lumley, R Oatham, Mrs J Sawford,
Mrs M Spencer, Mrs C Roe and Mrs D Mercer.

In attendance: Miss K Gaiger – Committee Clerk

145 DECLARATIONS OF INTEREST

Cllrs D Sperring, R Oatham, Mrs J Lumley, J Burton and Mrs C Roe declared a non pecuniary interest as members of Rochford District Council.

Cllr Mrs J Lumley declared a non pecuniary interest as a member of Essex County Council

Cllr Mrs M Spencer declared a non pecuniary interest as a member of Anglia in Bloom

Cllr J Burton declared a non pecuniary interest in matters relating to Rayleigh FC

Cllr Mrs J Sawford declared a non pecuniary interest in matters relating to the Megacentre

146 PUBLIC FORUM

The were no members of public present.

147 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs R Milne and L Jeffery.

148 SUBSTITUTES

Cllr Mrs D Mercer substituted for Cllr L Jeffery and Cllr Mrs C Roe substituted for Cllr R Milne.

149 NON COMMITTEE MEMBERS ATTENDING

There were no non committee members present.

150 MINUTES OF THE KING GEORGE V PLAYING FIELD COMMITTEE MEETING held on 4th February 2019

RESOLVED to sign the minutes as a correct record.

151 COMMITTEE BUDGET

Members received and noted the budget report for the current financial year.

RECOMMENDED to approve the Committee Budget.

152 YOUTH LIAISON

Members noted that the Essex Youth Service continue to make their weekly visits to the playing field and received copies of their weekly report. It was noted in these reports that the young people had suggested enlarging the skate park. A site visit would be conducted during the Easter holiday to view the area.

Members noted that a meeting is due to take place on Wednesday 20th March 2019 at 2.30pm with Jamie Sawtell, Rayleigh Megacentre and Aaron Watts from Bar n Bus. All committee members are welcome to attend.

RECOMMENDED to arrange a site visit of the skate park in the Easter holiday to look into the possibility of enlarging the skate park.

153 KING GEORGE V PLAYING FIELD - BOOKINGS

Approved Bookings

Members noted that Moonbeamers are to hold two outdoor cinema events in the playing field on the evenings of Friday 24th May (Silent Cinema) and Friday 30th August 2019 (using PA equipment). The contractor has agreed that groundstaff are to lock the pavilion area for these dates and the Town Council will pay for the additional hours.

The organiser has submitted Event Management Plans to Rochford District Council for approval.

RECOMMENDED that the above information be noted.

154 BOWLS CLUB

154.1 Chelsea Pensioners visit for 60th Anniversary – 19th June 2019

Members noted that the Bowls Club may park a coach in the car park area, if size permits and will hire the changing rooms on Wednesday 19th June 2019 from 1.00pm for the visit by the Chelsea Pensioners to celebrate the 60th Anniversary of the Club. The Town Council Chairman will attend this engagement. Additional details will be received in due course.

RECOMMENDED that the above information be noted.

154.2 Field and Changing Room Hire 2019

Members noted that the Bowls Club are to hire the Bull Lane end of the playing field for car parking and changing rooms for two dates as follows. As in previous years the parking will be marshalled by members of the club and all visitors will be reminded that smoking is not permitted anywhere within the Pavilion area.

Monday 8th July 2019 - 12noon to 7pm – Essex Past Presidents v NM Essex

Thursday 12th September 2019 - 12noon to 7pm – London Parks v Essex Vice Presidents

RECOMMENDED that the above information be noted.

155 PLAY AREA

Members noted that the ground contractor will continue to paint and maintain the play equipment. A quote was received for costs to install wet pour under any equipment where grass tiles are currently in place. It was agreed to hold a site visit to view areas and prioritise the works.

Members noted that the ground contractor raised concerns at the informal meeting held on 4th March regarding the ecotumble surface. A site visit is being arranged with the play equipment provider and to also discuss the possibility of installing a wheelchair accessible swing. A member suggested extending the play area in order to accommodate additional equipment and seating, this will be discussed at a site meeting.

RECOMMENDED to i) hold a site meeting to prioritise works for the installation of wet pour surface and ii) to arrange a site visit with the play equipment provider to discuss the ecotumble surface, wheelchair accessible swing and possibility of extending the play area.

156 ELM HORTICULTURE

Members noted and received the notes of an informal meeting that took place with Mr D Tubby, ELM Horticulture on 4th March 2019.

Member received a quote of £4,350 to install an additional exit only turnstile located adjacent to the entrance onto Stile Lane. This was following the incident when members of public had been locked in the playing field. It was agreed that this incident appeared to be a one off and therefore an additional turnstile would not be installed. It was also mentioned that a number of parents visiting the playing field with children would use the car park in Websters Way and that a turnstile is already in this location.

RECOMMENDED that the above information be noted.

157 FOOTBALL PITCHES

157.1 Rayleigh FC Training

Members noted that Rayleigh FC continue to train on Saturday mornings and that the club was advised not to train on the main pitch areas on Saturday 16th March due to ground and weather conditions

RECOMMENDED that the above information be noted.

157.2 Season 2018/2019

Members noted that games continue to be played on Saturday afternoon and Sunday mornings. Matches were cancelled weekend of 16th/17th March due to ground and weather conditions.

Members were also informed that new boot scrapers were installed at a cost of £120. It was noted that these were ordered by the Town Council office staff due to the difficulty the ground contractor had in

sourcing replacements. It was agreed to purchase 4 sets or brushes at a cost of £480 to have a supply stored on site for future use.

RECOMMENDED to i) purchase 4 sets of replacement boot scraper brushes at a cost of £480 and ii) the rest of the information be noted.

157.3 Insurance

Members received advice from the Town Council's insurance company due to a concern raised regarding members of the public in the playing field during the time football matches are taking place. It was agreed to purchase and display signs on all entrances to the field when organised football is due to take place at the weekend.

RECOMMENDED to purchase and display signs on all entrances to the playing field when organised football is due to take place at the weekends.

158 ADDITIONAL STORAGE GROUNDMAN'S SHED

Members noted that two quotes have been received for the installation of a full sized door in the lean-to wall. The third quote is due to be received and will be discussed with the Committee Chairman and Town Clerk upon receipt.

RECOMMENDED to discuss quotes for the installation of a full sized door in the lean-to wall with Committee Chairman and Town Clerk upon receipt.

159 PUBLIC TOILETS

159.1 Ground Floor Pavilion Accommodation

Further to minute no 138 of the King George V Playing Field Committee meeting held on 4th February 2019 members noted that the invitation for tenders for the alteration of the ground floor accommodation into the Town Council reception area and direct access toilets will be sent out in due course. Planning permission will be required before any work is conducted and building regulations will also have to be obtained.

RECOMMENDED that the invitation for tenders for the alteration of ground floor accommodation into the Town Council reception area and direct access toilets will be sent out in due course.

159.2 Repairs

Members noted that a drainage company had to be called out urgently on 13th February due to the manhole adjacent to the Pavilion becoming blocked. The Committee Chairman was informed due to the urgency of the repair.

RECOMMENDED that the above information be noted.

160 LITTER BINS

Further to minute no 116 of the King George V Playing Field Committee meeting held on 3rd December 2018 members noted that the cost of 3 larger capacity units to be installed in the playing field have been included in the budget for 2019/2020 and will be ordered in due course.

RECOMMENDED that the above information be noted.

161 GREEN FLAG 2019/2020

Members noted that the field has been entered into the 2019/2020 competition and the criteria for updating the management report has been sent to the grounds contractor. The management report is required by the end of March 2019.

RECOMMENDED that the above information be noted.

162 ESSEX PLAYING FIELD ASSOCIATION

Members agreed to pay the annual subscription of £30 to Essex Playing Field Association and to enter Best Kept Playing Field Competition 2019 at a cost of £10 in the following categories:

- Class 1 – Playing fields serving communities of 2,500 or more
- Class 3 – Children’s Playgrounds
- Class 6 – Best Kept Football Pitch

Members discussed suggestions for class 7 – exceptional work carried out this year. It was agreed that work on the pavilion, play area or skate park could be nominated in future years.

RECOMMENDED to pay the annual subscription of £30 and enter Best Kept Playing Field Competition 2019 at a cost of £10 in the categories above.

163 TREE SURVEY

Members to note that Rochford District Council are to conduct the annual tree survey in the playing field on 27th March at a cost of £225.

RECOMMENDED that the above information be noted.

164 ROSE GARDEN

Further to minute no 121 of the King George V Playing Field Committee meeting held on 3rd December 2018 members noted that the rose gardens will remain as planted for 2019 to allow the two newly designed beds to establish.

Members noted that it was suggested at the meeting with ELM on 4th March for a quote to be provided for bedding plants for this area due to the groundstaff being responsible for the maintenance.

RECOMMENDED that Elm provide a quote for bedding plants for the two new flowerbeds.

165 PLAYING FIELD SIGNS

Members noted that two “no dog” signs have been installed adjacent to the two gates into the play area.

Members received a copy of the existing “Welcome to King George V Playing Field” sign and noted that “No Drones/Model Aircraft” will be added and the symbol for dog fouling is to be changed. “Gates locked at dusk” will be removed to read “See signs for closing times”.

A member enquired about the use of kites in the playing field and it was suggested that Town Council staff/ground staff monitor the situation.

RECOMMENDED that i) signs are changed as per the above recommendations and ii) the use of kites in the playing field is monitored

Meeting closed at 8.05pm

Chairman

Signature Date