

MINUTES OF THE RECREATION COMMITTEE MEETING HELD ON THURSDAY 28TH JUNE 2018

Members Present: Cllrs: S Browning, J Bryson, P Kelly, L Moores, F Partridge, H Partridge, N Tucker

Non-voting Members present: Cllrs P Tilzey and D Towl

Officers present: Mrs D Bennett – Town Clerk

Public present: 4

- R/50/18** **To receive and accept apologies for absence**
Cllrs L Deely, T Gibbs, P La Broy, P Moores, T Philp, F Richens and B Willingham
- R/51/18** **To receive declarations of registered and non-registered disclosable pecuniary interests and non-registerable interests**
None
- R/52/18** **Dispensations: To consider requests for dispensations**
None
- R/53/18** **Minutes: To receive, confirm and sign the Minutes of the Recreation Committee Meeting held on 17th May 2018**
The minutes were proposed and seconded, Cllr J Bryson requested that the amendment was made on items R/28 and R/29 – where the wording was changed from ‘was’ to ‘be and is hereby’. The Chairman advised that the Committee was agreeing if the minutes were a true record and he was satisfied that ‘be and is hereby’ was not said.

Resolved: That the Minutes were a true and accurate record and they were signed by the Chairman
Cllr J Bryson voted against
- R/54/18** **Maximum 15 minutes for public present to make comments concerning the business of the Recreation Committee**
A member of the public advised that they had set up a crowd funding page to raise money for a water bottle filling station outside of the Triangle. They had received excellent responses from local businesses. They had raised £1872 of the £3500 target so far. The fund raising was an all or nothing system whereby if the target was not reached the project would not continue and monies raised would go to the Sea Pool. They were in discussion with SW Water to ask that they install the station free of charge.
Members of the Bude Croquet Club advised that they desperately needed the use of the toilets in the Pitch and Putt building.

In light of the public present and their interest in specific agenda items, the Chairman advised that agenda items 10 and 13 would be brought forward on the agenda. For ease of reference, they are minuted in the order of the agenda at items R/59/18 and R/62/18 below.

*Cllr D Towl left the meeting after discussion on item 13 (Pitch and Putt, before R/55/18)
Cllr P Kelly and Cllr P Tilzey left the meeting after discussion on item R/60/18*

- R/55/18** **Progress report - to explore the potential devolution of Crooklets and Summerleaze play areas**
This item was requested by Cllr P La Broy, as he was unable to attend the meeting the matter was deferred.
- R/56/18** **To consider the request to hold a 24 hour jazz set at the Castle Bandstand from 1st to 2nd September 2018**
The Chairman read out a proposal regarding the charity event. The 24 hour Jazz-a-thon would be from 10am on 1st September to 10am on 2nd September and would be held at the Town Council Bandstand throughout the event. Between 8pm and 8am the acoustics would be kept to a minimum.
- Resolved:** That the Council comply with the request
Cllr J Bryson voted against
- R/57/18** **Playgrounds - to receive a report from the Working Group**
The Chairman advised that the working group had held a site visit at the Bencoolen Play Ground. A course of action had been suggested and quotes sought, however it has been agreed that a further site visit is required.
Agreed to defer the report for a further site visit to be arranged
- R/58/18** **To receive a report from Officers on:**
i) The Triangle Fountain
Phase 2 of 4 was complete. The second tier has been attached, when that was dry the last piece could be attached. Once built, copper piping had to be fed through and the system checked. It was hoped that the project would be complete by the end of the following week. Weather dependant.
- ii) The Spider Mini
This has been purchased and is due for delivery on 6th July.
- R/59/18** **Drinking Fountain - to consider the request to install a Drinking Fountain in the Triangle**
Brief discussion took place regarding the siting and style of the water filling station. It will be outside of the triangle. Fake stone and metal stations are available.
- Resolved:** That Bude-Stratton Town Council fully supports the placement of a refill station at the Triangle in Bude.
- R/60/18** **To consider the service arrangements for the Public Convenience hand washers and agree any associated actions and expenditure**
The Committee felt that further input from Officers was required regarding the replacement of any hand washer units.
- Resolved:** To enter the service agreement (*for 9 months - £1,850*)
- R/61/18** **To consider the placement of plant/flower beds in the Castle grounds**
The Chairman showed the Committee the Castle Manager's diagrams and suggestions for placement of new flowerbeds in the Castle grounds. The Town Clerk

advised that the Facilities Team did not have the resources to do the work for this season.

Resolved: That the flowerbeds are placed as identified on the Castle Manager's design, within the Castle grounds.

Agreed that the planter on the river side of the Castle is moved to a more visible place on the 'road' side of the wall.

R/62/18

To consider recommendations from the Working Group on the operational arrangements for the Pitch & Putt and agree any associated actions and expenditure

The Chairman read the notes from the Working Group meeting – attached at the end of these minutes. The following recommendations were discussed and agreed/resolved as appropriate.

Recommendation 1 – this will be dealt with by the Town Clerk

Recommendation 2 – this will be dealt with by the Town Clerk

Recommendation 3 – this will be dealt with by the Facilities Manager

Recommendation 4 – **Resolved:** that the pricing structure for playing at the Pitch and Putt facility is accepted as per the Working Group's suggestions (*as listed below*)

Cost of Playing

Pitch and Putt:

9 holes – maximum 4 in a group – Over 14 - £3.50 each player per round

Putting:

18 holes - £2.50 Adults - £1.50 under 13 years

Croquet:

£5.00 per hour

Swingball:

£2 per hour – reduced price – reduced time.

Bowls:

£4.00 per hour per set

Recommendation 5 – this will be dealt with by the appropriate Officer

Recommendation 6a – this will be dealt with by the Facilities Manager

Recommendation 6b – this will be dealt with by the Castle Manager

Recommendation 7 – **Resolved:** that the authority to purchase 4 suitable rectangular tables with 16 chairs for use within the Pitch and Putt facility is delegated to the Town Clerk who may for expediency delegate this task to an appropriate officer

Recommendation 8 – this will be dealt with by the Castle Manager if required

Recommendation 9 – this has already been delegated to the Facilities Manager

Recommendation 10 – **Resolved:** that authority is delegated to the RFO to purchase a suitable card reader and to investigate the safekeeping of any cash generated at the Pitch and Putt facility and to purchase a suitable safe if this is the outcome of his investigation

Recommendation 11 – **Resolved:** that the opening hours of the Pitch and Putt will be 10am – 6pm and the facility to be staffed from 9.30am to 6.30pm. The Pitch and Putt to operate from the 1st May to the 30th September

Recommendation 12 – **Resolved:** that the authority is delegated to the Facilities Manager to make enquiries re the provision of CCTV, a ‘Mosquito Audio system’ and further crime prevention measures within the Pitch and Putt facility and to report the costings to the Recreation Committee.

Recommendation 13 - **Resolved:** That authority is delegated to the Town Clerk, appropriate manager and the Chairman of the Recreation Committee to make decisions to ensure that all the Pitch and Putt facilities are able to operate and function on a daily basis. Any actions under this resolution will be notified to the Committee as soon as possible and will be placed on the Recreation Agenda for information and endorsement.

The Committee discussed the use of the facilities by the Croquet Club; it was agreed that the Council are happy for the club to use the toilets once the Pitch and Putt is open and whilst it is open to the public. That this would be free of charge until the club have received their lease from the Town Council, at which time a cost would be included in the lease for the use of the Pitch and Putt toilets.

It was felt that if the club wished to use the Pitch and Putt facility on their match days, they would have to approach the Council in advance to seek permission, which would not unreasonably be withheld.

The meeting closed at 9.41pm

Chairman’s Signature.....Date.....

Recreation Committee Meeting 28th June 2018 – notes for R/62/18

Pitch and Putt Working Group 26th June 2018

The Chairman recorded his thanks to those members of the Committee who attended the Working Group meeting and to the Officers who also attended, The RFO and Castle Manager. The preparation of appendices 1, 2, and 3 by the Officers, circulated to members before the meeting was extremely helpful.

The following recommendations prepared by the Chairman are an indication of the work undertaken by the Working Group.

Prior to the meeting the Chairman sought advice from the Town Clerk and it was considered that some of the recommendations were already in hand and did not need to be resolved. To make a complete record of the Working Group's discussions the full list of recommendations are listed:.

Recommendation 1 – that a simpler advertisement for the job of part-time operatives for the Pitch and Putt is designed and placed in the Bude-Stratton Post, the Job Centre, Council Notice Boards, the Council website and any other suitable location. The authority to progress this resolution is delegated to the Town Clerk.

Recommendation 2 – that a simpler application form for the job of part-time operatives for the Pitch and Putt is designed. The authority to progress this resolution is delegated to the Town Clerk.

Recommendation 3 – that a suitable sign to be designed and placed at the entrance road to the Pitch and Putt detailing the 'Council Crest', 'Pitch and Putt' and showing the 'Opening Hours' and 'No Parking available'. The authority to progress this resolution is delegated to the Communications Officer.

Cost of Playing

Pitch and Putt – 9 holes – maximum 4 in a group – Over 14.

£3.50 each player per round.

Putting – 18 holes - when course has been prepared.

£2.50 Adults - £1.50 under 13 years.

Croquet – £5.00 per hour

Swingball

£2 per hour – possibly to be reviewed in the light of usage – some members of the Group felt that an hour may be too long. Thus reduced price – reduced time.

Two sets of swingball to be purchased

Bowls – Area to be marked out and necessary equipment bought i.e. 2 sets of bowls.

£4.00 per hour per set.

Recommendation 4 – that the pricing structure for playing at the Pitch and Putt facility is accepted as per the Working Group’s suggestions.

Recommendation 5 – that a sign is designed to show the pricing structure to play at the Pitch and Putt facility and is placed in a suitable location outside the building. The authority to progress this resolution is delegated to the Communications Officer.

Recommendation 6a - that the authority to purchase the necessary equipment identified by the Working Group to play the various activities at the Pitch and Putt facility is delegated to the Facilities Manager.

Recommendation 6b – that the authority to produce a suitable bill of fayre with prices to be displayed inside the Pitch and Putt facility is delegated to the Castle Manger.

Recommendation 7 - that the authority to purchase 4 suitable rectangular tables with 16 chairs for use within the Pitch and Putt facility is delegated to the Town Clerk who may for expediency delegate this task to an appropriate officer.

Recommendation 8 – that, if required, authority is delegated to the Castle Manager to provide suitable tables and chairs for outside use at the Pitch and Putt facility.

Recommendation 9 – that the authority to purchase the catering equipment suggested by the Working Group, shown at the amended appendix 2, is delegated to the Town Clerk who may for expediency delegate this task to an appropriate officer.

Recommendation 10 - that authority is delegated to the RFO to purchase a suitable card reader and to investigate the safe-keeping of any cash generated at the Pitch and Putt facility and to purchase a suitable safe if this is the outcome of his investigation.

Recommendation 11 – that the opening hours of the Pitch and Putt will be 10am – 6pm and the facility to be staffed from 9.30am to 6.30pm. The Pitch and Putt to operate from the 1st May to the 30th September.

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