



TOLLESBURY
PARISH
COUNCIL

AGENDA – RECREATION GROUND COMMITTEE **4TH MARCH 2024**

Tollesbury Parish Council

Notice is hereby given that a Meeting of the Recreation Ground Committee will be held on **Monday 4th March 2024** at **The Pavilion, Tollesbury Recreation Ground, Elysian Gardens**, commencing at **7.00 pm**, to which members of the Council are summoned for the transaction of the under-mentioned business.

M. Curtis

Michelle Curtis – Clerk to the Council

26th February 2024

Committee Members

Councillors: Cllr A Ferneyhough, Cllr L Inwood, Cllr S Hawes, Cllr A St Joseph
Non-voting member: Fred Compton

THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND

Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted however the privacy of (i) persons who object to the same and (ii) children and vulnerable adults must be respected by anonymising the identities of such.

AGENDA

1. Apologies for Absence

To receive apologies for absence.

2. Declaration of Interest

To disclose the existence and nature of any Disclosable Pecuniary Interests, Other Registrable Interests, and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members. (Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting.)

3. Public Forum

Members of the public will be given an opportunity to put forward their question(s) or statement to the Council. The Chairman will, at his discretion, then decide if he is able to answer the question(s) or proposes to put the item on the agenda for the next meeting.

4. Minutes

To confirm the Minutes of the Meeting held on 14th November 2023

5. Earmarked Funds

To carry out a review of the Recreation Ground Earmarked Funds

6. Maintenance

To discuss outstanding maintenance work and consider any additional work required

7. Other Matters

To consider any other matters relating to the Recreation Ground.

8. Next Meeting

Next meeting date to be agreed

Clerk: Michelle Curtis

Address: Tollesbury PC, PO Box 13205, Maldon CM9 9FU

Telephone: 01621 869039. **Email:** clerk@tollesburyparishcouncil.gov.uk

Minutes of the Recreation Ground Committee Meeting held on Tuesday 14th November 2023 in the Pavilion commencing at 8.00 pm.

Present: Cllrs Hawes, Inwood, St Joseph
Non-Council Member: Mr F Compton

In the Chair: Cllr Ferneyhough

Clerk: Michelle Curtis

1. Apologies for Absence

There were no apologies for absence. All members were present.

2. Declarations of Interest

There were no declarations of interest disclosed.

3. Public Forum

There were no members of the public present.

4. Minutes

Minutes of the Meetings held on 11th September 2023

Resolved: the minutes for the 11th September 2023 represented a true account of the proceedings of the meeting. Unanimously agreed by those who attended.

The Chairman signed the Minutes.

5. Maintenance

Skate Park – Repairs to be carried out by Gamart.

Painting of skate ramps – To be done once the repairs have been carried out by Gamart.

Painting of Youth Shelter – Working party arranged for Saturday 25th November 2023.

Wash down of equipment – Working party to be arranged in the Spring.

Kickwall Painting – The Committee agreed to have a goal on one section and a target on the other section. This work to be carried out in the Spring.

Trees – The large poplar tree has been felled. The smaller poplar tree will be felled soon.

Painting of some of the equipment – Still awaiting quotations. This work would be delayed until the Spring.

Action: Clerk to contact Contractors.

Zip wire seat and chain require replacement.

Action: Clerk to seek a replacement.

Various works are required to the Pavilion and Store Shed:
 Replacement guttering and downpipe on the Pavlion.
 Roof tiles missing on the Store Shed.
 Pointing/Repairs to brickwork
 Replacement windows x 2
 The internal wall near the windows needs replastering and painting
 Extractor fans in the changing rooms need upgrading.
 Car park – 2 potholes
Action: Committee and the Clerk to obtain quotations for the work

6. Earmarked Reserves

The Committee reviewed the Earmarked Reserved. The balance of the reserves is £9,352.13.

Projects
 Repairs/Replacements - £8,500
 Tree works - £660 – (£330 committed expenditure)

7. Precept 2024/25

The Committee considered the funds required for the Recreation Ground's general running in the next financial year.

The recommendations would be put forward to the Finance Committee for consideration when setting the precept.

The Committee agreed that they would like to replace a piece of play equipment (wooden platform climber) and start building funds over the next few years for such a project.

Action: Clerk to obtain quotation for the removal of the wooden platform climber.

Earmarked Funds – Recreation Ground	
Trees	£2,000
Fund for replacement equipment	£2,000
Contract (Grass cutting) - Contract currently out for tender	TBC
General Maintenance (including £1,000 for a tree survey)	£3,500
Pitch	£500

The Committee was keen to have the repair works to the Pavilion/Store Shed done as soon as possible. There is currently £8,500 available in the Earmarked Reserves but the Committee was unsure how much the costs for all the work would be and they may need to request additional funds in the 2024/25 budget for these works.

Action: Once the quotations for the work have been received, these will be circulated to the Committee to review and consider whether to ask the Finance Committee to set aside additional funds for the work.

8. Other Matters

Fred reported that the pitches had been seeded. It is hoped to have verti-draining (type of aeration carried out using specialist machinery) on the Recreation Ground in December but this will depend on the ground conditions. Further reseeding and fertilising are planned for the Spring.

The Committee agreed that fundraising would be required for the proposed play

equipment project.

Action: To be discussed at the next meeting of the Recreation Ground Committee.

9. Next Meeting

The next scheduled meeting of the Recreation Ground is to be held on Tuesday 19th March 2024. This meeting will be rescheduled.

The Chairman closed the meeting at 9.25pm.

Signed.....

Date:.....

Earmarked Reserves Recreation Ground

Committed Project Description	Other information	Expection Completion	Total Project Cost	Budgeted Cost	EMR Balance	Additional comments
Opening Balance 01.04.23					9,302	
Transfer from General Reserves	Budget 2023/24			5,000	5,000	
New Equipment	Kickwall			2,610	-2,610	Work completed
Repairs/Renewals Budget				8,500		
Play Area	Replacement wetpour	2023	2,796	2,796	-2,796	Work completed
Pavilion	Repairs - windows, roof, guttering, pointing, extractor fans	2024	3,634	3,634	-3,634	
				2,070		
Tree Budget				2,000		
Tree Work	Fell - Large Poplar			1,340	-1,340	Work completed
	Fell small Poplar			380	-380	Work completed
				280		
Transfer	From Rec Gnd to Pavilion Project			1,000	-1,000	Transfer completed
TOTAL			6,430	11,500	2,542	