

Elsenham Parish Council

Playing Field Committee Meeting

held at 2.30pm at Old Franks, Elsenham

On Monday 30 January 2023

MINUTES

Present: Mrs. S Waite (Chair SW), Mrs. B Donald (BD), Mrs. F Lambert (FL),
Dr. G Mott (GM)

In the absence of the Parish Clerk, the minutes were taken by GM

1. **Apologies for absence** - Mrs L Johnson (Parish Clerk, LJ)
2. **Declaration of Interests** - None
3. **Approval of the minutes held on 18 January 2023.**
The minutes of the meeting held on 18 January 2023 were agreed and signed by SW and are to be delivered to LJ.
4. **Items brought forward from previous meeting.**
 - 4.1. **RoSPA.** There are some non-urgent items that need to be addressed on the RoSPA report. LJ will start to look at these once the new play area has been installed.
Still ongoing.
 - 4.2. **Tree Planting Initiative for the planting season 2022/23.** Email sent to Ben Smeeden on 23 November 2022.
LJ is requested to contact Ben Smeeden re progress, and also to raise the possibility of hedging around the roll-out goals, when the size of the area is determined.
 - 4.3. The funds from the clothes bank have been sent to Touchpoint.
It was agreed that the funds should go to a different charity next time, and that the full Council meeting should be asked for suggestions.
5. **Football Club**
Meeting held with Ricky Lambourne, Chairman of Elsenham Youth Football Club (EYFC) and Russell Ings, Vice Chairman, on 18 January 2023.

Financial arrangements

Maintenance tenders are still outstanding. Deadline 9 February.

Financial arrangements need to be discussed with EYFC. There is the possibility of EYFC receiving funding for maintenance when the legal agreement is concluded.

Roll-out goals

Advice awaited from Paul Jarvis as to the size of the area.

Agreed that hedging around the area should be established, if possible.

Legal agreement

Further information is awaited from Paul Jarvis as to the advice from the Essex Football Association, as agreed at the meeting on 18 January.

It is agreed that solicitors will need to be involved. It was suggested that Peter Johnson might feel able to produce a first draft to send to Nockolds.

New football pitch and changing rooms on Bloor development

A proposal will be included in the February meeting of the PC to the effect that the PC advises UDC that the PC would like the area transferred, in accordance with the terms of the S106 agreement; the PC will then lease the area to EYFC, on terms to be agreed.

The handling of the maintenance money also needs to be agreed between EPC and EYFC.

EYFC membership

Concern was expressed by some members that EYFC draws as high a proportion as 60% of its members from outside the village, especially when Elsenham children do not receive priority on the waiting list. It was felt to be reasonable where other villages do not have football facilities, but questionable in the case of those living in Stansted and Bishop's Stortford with no other links to the village. The prevailing view was that the PC cannot dictate to EYFC how it manages its membership.

6. Playing Field

6.1. Teen shelter

Update.

It was agreed that this is a project for next year. No action will be taken immediately.

6.2. Peter's bench

It was agreed that the bench should be placed immediately inside the gate on the left-hand side.

LJ is asked to arrange delivery, and to discuss with Mick Burke installing and securing.

The tree could possibly be positioned outside the play area. Consideration is needed as to the type of tree and its location. **Action: All**

The inscription on the bench, as agreed at a meeting of the PC, is to be:

In Memory of Peter Clear
Chairman of the Playing Field Committee,
Elsenham Parish Council 2004 – 2021

BD left the meeting

6.3. The new play equipment

The handover went very well

A clean-up of the old equipment ideally needs access to electricity and water. Some work is needed on bare areas, particularly where Dania removed fencing to achieve access. The edge of the car park needs to be re-defined. The ground both sides of the fence probably needs to be rolled lightly. **SW to talk to Mick Burke**

Some new paths would be useful, eg to the 'multi play'.

Maintenance

LJ carries out a weekly inspection of existing play equipment, but it is not part of her job description as Clerk, and she receives an extra allowance.

A discussion is needed as to whether LJ is prepared to take on the inspection of the new equipment, and, if so, the increase in the allowance. **LJ and all**

6.4. Fencing

Add extra knee-high fencing between the Memorial Hall and Bowls Club, and the bottom gate, remembering that people with buggies may want to gain access onto the field.

The objective is to guard the playing field against use by bicycles, but it was agreed that it is difficult to see how that could be achieved, given that they can be lifted over the knee-rail in any event.

Further consideration is needed.

6.5. No dogs on the playing field

How to stop people taking dogs into the playing field.

This is difficult to achieve, given that some people are utterly irresponsible.

A Facebook page could be inserted.

An item could be inserted in Elsenham News

A large sign saying NO DOGS could be erected at the right-angle in Leigh Way, to face towards Station Road, perhaps with a jokey message. This could be considered when the Leigh Way works are complete.

7. CCTV

Night vision in the top car park that can read number plates.

LJ is still waiting for Lee Rhodes to come back.

8. Leigh Way path and Light

Agreed start date 21 February 2023.

The two contractors are set up to liaise with each other.

Notices are needed, at least a week in advance. The Station Road notice should say 'Closed for maintenance from 21 February'; the Leigh Drive notice should say 'No through route to Station Road'. FL can laminate A4 size. Allan Hathaway might be able to laminate A3 size. **Action: SW**

9. Any Other Business.

Isabel Drive play area

There is room for an item of equipment, in front of the middle gate which is now permanently closed.

The cost of a roundabout should be considered.

GM distributed copies of *Isabel Drive S106 summary and budget*, which is designed to keep track of the outstanding funds available, year by year.

A meeting on site should be arranged.

Action: SW and LJ

Grit bin

It has been delivered to LJ's front garden and needs to be moved to near to the Memorial Hall.

Action: SW to discuss with Allan Hathaway

The meeting closed at 4.10pm