

# **Elsenham Parish Council**

## **Playing Field Committee Meeting held at 7.00pm in Old Franks, Elsenham on Wednesday 28 June 2023**

### **MINUTES**

**Present:** Mrs. S Waite (Chair SW), Mrs. B Donald (BD), Mr. P Jarvis (PJ),  
Mrs. F Lambert (FL), Dr. G Mott (GM) and Mrs. L Johnson (LJ).

- 1. Apologies for absence** – Mr. J Minor (JM).
- 2. Declaration of Interests** – None.
- 3. Open to the public** – None present.
- 4. Approval of the minutes held on 31 May 2023.**  
The minutes of the meeting held on 31 May 2023 were agreed and signed by SW.

**5. Items brought forward from previous meeting.**

**5.1. RoSPA** – Item 7.

**5.2. Teen Shelter** – Still ongoing.

**5.3. White lines** – Completed.

**6. Budget.**

Playing Field General Maintenance	£3,167
Playground general Maintenance	£2,000
Playground new equipment	£1,000

Isabel Drive

Playground general Maintenance	£1,000
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**7. RoSPA Report.**

**Isabel Drive.**

**Agility – Balance Trail** – Ground erosion, consider adding grass matting as grass is worn on the embankment, middle post, grass has worn away topsoil and has dried out, post is loose in ground. Risk level low.

**Climber – Net** – Cap Missing. Risk level low. **LJ to try and source cap.**

**Slide – Embankment** – Ground erosion present, consider adding grass matting, extend grass matting up sides, new turf to be laid. Risk level low.

**Slide Tower** – This item is not compliant with the requirements of the relevant standards. Extend grass matting around item, 1500mm required. Finger entrapment, blank-off holes. **LJ to arrange for holes to be filled.**

The erosion and extra matting will be discussed with the company that installs the new play equipment.

Play area on the Playing Field.

- Clatter Bridge - Timber is decayed. **Treat the timber.**
- Multiplay – Toddler - The item is noisy in operation. **LJ to add oil.**
- Rocking Horse - Boards are loose and timber x 1 is splintered at front of horse. **LJ to arrange with Mick Burke.**
- Roller Barrel – The item is noisy in operation. **LJ to add oil.**
- Slide embankment – Ground erosion present. Consider adding grass matting to prevent wear. **It was agreed not to add matting. Maybe an alternative way to climb the mound such as a rope.**
- Junior swings – Some chain wear. **LJ to monitor.**
- Toddler swings – Some chain wear. **LJ to monitor.**
- Talk Tubes – can be lifted and rotated. **LJ to arrange with Mick Burke.**
- Pirate ship – Bolt(s) loose.
- Senior Multi Play – Hard or sharp edge points are not permitted within any accessible part of the equipment. Low Brackets on supports stick out in a way that may be struck by users. **LJ to refer this back to Dania.**

## **8. Football Club EYFC.**

Legal agreement. Update Paul Jarvis. **Still ongoing.**

## **9. Playing Field.**

**9.1.** Reinstating the basketball stand.

BD read out her report.

**Proposal:** EPC spends up to £1500 on the proviso that it is match funded with UDC grant money.

Money to come from:

- Playground Equipment (210) – New Equipment Budget (4233) £1000.
- General maintenance (4231) £250.
- Playing Field (201) PF General maintenance (4220) - £250.

**Costs:** Supply and installation of a MUGA unsupervised basketball hoop with steel backboard will cost in the region of £3000, this includes a 10% contingency. We have the opportunity to apply for grant funding from the UDC so would potentially only cost EPC a total of £1500.

Quote supplied by OMG Trading Limited.

The Basketball stand will be sited at the far end of the over spill car park. There are no parking spaces marked out on this piece of land and the basketball stand will go on the no parking zone. However, cars do sometimes park here obstructing emergency access to the field. It was therefore agreed to make out a yellow grid and a no parking sign in front of the gates.

Some members had great reservations as to placing a basketball stand in a car park, even with no parking signs. Children and young adults' safety must come first.

BO proposed, SW seconded, the vote was carried 3 in favour and 1 against., 1 unable to vote.

### **9.2. Hiring out the playing field.**

A request had been made to hire the playing field to hold a 'Family Fun Day' on either 2<sup>nd</sup>, 3<sup>rd</sup> 9<sup>th</sup> or 10<sup>th</sup> September. The aim is to help people of all backgrounds, whilst supporting local businesses and charities.

**Proposal:** EPC allow a Family Fun Day to be held on Elsenham Playing Field.

GM proposed, SW seconded the vote was carried 3 in favour and 2 against.

LJ to contact Elsenham Youth Football Club to see if they have any matches booked for those dates, if they have, contact the people arranging the Fun Day and ask if it could be held on 26<sup>th</sup>, 27<sup>th</sup> or Bank Holiday Monday 28<sup>th</sup> August.

### **9.3. Selling coffee from the car park.**

A request had been made to sell coffee from the car park on Friday afternoons.

**Proposal:** EPC give permission for Nicole McVickers to sell coffee from a van in the playing field car park. GM proposed, FL seconded, the vote was carried unanimously.

## **10. CCTV. ANPR**

The invoice for the annual maintenance of the CCTV has now been paid, this has taken the CCTV budget to its limit. It was agreed to wait until the next financial year before purchasing a ANPR camera. An extra £400 would need to be added to the budget.

The playing field committee are to hold a meeting in September to discuss the budgets for 2024/2025.

## **11. Isabel Drive Play area.**

A meeting will be held on Monday 17 July to work through the invitation to tender documents and adapt them for Isabel Drive play area. LJ to arrange a venue and confirm the time to members.

## **12. Any Other Business.**

GM said there was some straw on the playing field left from the Village Fete, LJ to ask the Village Fete Committee to remove it.

GM said that all emails relating to the Playing Field Committee must be sent to all members of the committee.

FL said she still thought the Tennis Club should have a lease. Both the Bowls Club and the Football Club now have leases. If the tennis club did not want to sign a lease, then EPC should take over the club and allow all residents to play on the courts.

It was decided that the Tennis Club had invested a considerable amount of money into the club and EPC did not currently have the funds to maintain the courts. A lease would only be for the benefit of the Tennis Club.

SW said she would still like to form a 5-year plan for the playing field. Members are to send any visions of how they would like to see the playing field develop over the next few years to her. There have been many emails from residents giving ideas for playing field equipment for young adults and teenagers. There are very limited activities in Elsenham for teenagers.

The meeting finished at 9.03pm.

The next meeting is to be held on 26 July 2023 at 7.00pm.