

FELTON PARISH COUNCIL RECREATION FIELD COMMITTEE

Clerk: Clair Lewis
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To the members of Felton Parish Council Recreation Field Committee:

You are summoned to attend a meeting of the Recreation Field Committee on Thursday 17 March 2022, at 7:30pm. The Meeting will be held in the Coquet Room, Felton Village Hall.

Yours sincerely

Clair Lewis

13/3/22

AGENDA

1. To elect a Chairman
2. To elect a Vice-Chairman (if required)
3. Apologies for Absence
4. Declarations of Interest
5. To co-opt new member onto the Committee
6. To approve the Minutes of the Meeting on 17 February 2021 (Pages 2 and 3)
7. Finance – To receive update on current position (Page 4)
8. Play Area
 - a. Rear hedge and fence – to receive update and to agree actions as required
 - b. East and west fences – to receive update and agree actions as required
 - c. Bark – to receive update and agree actions as required
9. Recreation Field
 - a. Drainage issues – to receive update and to agree actions as required
 - b. Football Playing Surface – to discuss requirements and to agree actions as required
 - c. Grass Cutting Contract – to discuss overseeing/completion checking and to agree any actions
10. To receive report on monthly inspection (to the extent not covered above) and to agree actions as required
11. Recreation Field and Play Area Regeneration Project
 - a. To receive update on the Recreation Field Regeneration Project and to agree any actions
 - b. Facilities Building – to receive update if any and to agree actions as required
12. To review Action List (to the extent not covered above) and to agree actions as required (circulated as separate document)
13. Items for the next Agenda
14. To agree Date of Next Meeting

ITEM 6 – DRAFT MINUTES

At the Meeting of the Recreation Field Committee held at Felton Village Hall on Thursday 17 February 2022 at 7:30pm.
Present: Cllrs Cuthbert, Cruden and Sowter (Felton Parish Council), Cllr Marshall (Thirston Parish Council), Mrs Clark, Mr Haddow

In attendance: C Lewis (Clerk)

41. Apologies for Absence – Cllr Thornton, Mr Harrison

42. Declarations of Interest – None

43. The Minutes of a meeting held on 18 November 2021 were approved as a true record subject to the following changes:

- a. **Minute 40** – correction of typographical error “write” to “wire”.
- b. **Minute 43a** – amendment to last sentence to refer to “the South section”.
- c. **Minute 44** – addition of resolution: To write to the owners of the Bog Field regarding ash die back affecting the trees.”

44. Finances

A further large refund has been received from the electricity company. It therefore appears that electricity spend has been in the negative this year, but this is solely due to the payments having been made in a previous financial year and the refund having been received in the current financial year.

45. Play Area

Cllr Sowter reported as follows:

- a. Cllr Sowter and Mr Dodd have succeeded in lifting the chain fence along the play area’s northern boundary with Bog Field and this has improved the fence line. The remaining holes may need to be closed with mesh panels. A resident has previously offered to donate some matching chain fence and they confirmed that this is still available to the Committee if required. Cllr Sowter will attempt to bend the fence back into shape and to knit the hole back together in the first instance.
- b. The northern-most four or five fence posts on the east and west play area boundaries are rotten and need to be replaced. The Committee noted that it is currently difficult to source fence posts and that there are high delivery charges. Cllr Cruden offered to donate ten round stock fence posts.
- c. Cllr Sowter and Mr Dodd have dug out and removed the exposed concrete blocks on the slide embankment.
- d. The ground under the basket swing is hard and compacted and needs infilled with bark or similar.
Resolved: Cllr Cruden to order and collect two dumpy bags of bark to be spread under the basket swing as soon as possible. Cllr Cruden will also make some enquiries about a larger load to assist the Clerk.
- e. The sharp looking plants are not actually sharp to touch.
- f. The hedge along the western boundary of the play area has brambles growing through it.

Resolved: Working party to arrange a date to cut back and remove brambles.

46. Recreation Field

- a. **Brambles to north east corner** – The Committee noted that the grass contractor has cut back the edge of the Field in the north east corner as requested. This has left a hump of soil and bramble roots which need to be levelled and re-grassed.

Resolved: Working party to review on site when they attend to remove brambles.

- b. **MUGA Lights** – One of the lighting poles appears to be out of action. The Clerk will ask Alex Makin to look at this.
- c. **Fallen Trees on eastern boundary** – The Committee noted that the external boundaries of the Field remain the responsibility of the Parish Council.

Resolved: Cllr Sowter, Mr Haddow and Mr Dodd will assess the damage and whether a tree surgeon will be needed to remove the fallen trees. Cllr Cruden will contact the neighbouring field owner to inform him that action is being taken.

- d. Drainage** – Cllr Cruden has asked Mr Blewitt to carry out a further camera survey and will follow this up. There is concern that the perforated pipes will not be able to take the pressure caused by jet washing.
- e. Moles** – The mole hills are particularly bad at present. The Clerk will speak to Coquet Pest Control who donate their services, and will ask if they are able to visit and whether they have capacity to carry out this work as a donation.

47. Recreation Field Regeneration Project

- a.** The Committee thanked Cllr Cuthbert and the Clerk for their work in preparing the Report on the Regeneration Project. Cllr Cuthbert stressed the need for the Project to move forward quickly, due to the current availability of funding which will run out. A resident with extensive experience has volunteered their time to draft the funding applications.

Resolved: To agree the recommendations in the Report.

- b.** The Committee considered what type of surface would be best for the MUGA. It is understood that astroturf is the most suitable for multi-sport facilities. The Clerk will seek information and recommendations on the different surface types.
- c.** The Committee noted that the Fair Committee currently pays for a portaloos for the day of the Fair and may be therefore be willing to make a donation towards the cost of eco-toilets. The capacity of an eco-toilet was discussed in terms of number of people using the site, and this will need to be considered further. Information will also be needed about the emptying procedure and what size wagon would be used.
- d.** The Scout Group is preparing some drawings for a possible building on the Field. It may still be necessary to have separate toilets. The Committee noted that the School is replacing its portacabin classroom and whether this would have enough shelf life left to be used as a temporary building on the Field. The Clerk will make enquiries.

48. Date of Next Meeting – Thursday 17 March 2022 at 7:30pm, Felton Village Hall

The Chairman closed the meeting at 8:40pm.

ITEM 7 – FINANCE

Recreation Field - Summary of Reserves Funds and Regular Income and Expenditure									
Reserves	Felton Parish Council								
All Weather Court Surface	£11,000.00								
Drainage	£1,930.00								
Minor Expenditure	£424.17								
Multi User Building	£14,000.00								
Play Area	£0.00								
	2013/14	2014/15	2015/16	2016/17	2018/19	2019/20	2020/21		Current Year (to date)
REGULAR INCOME	£61.82	£66.11	£69.80	£72.06	£72.93	£76.35	£77.45		£77.83
Electricity Wayleave	£61.82	£66.11	£69.80	£72.06	£72.93	£76.35	£77.45		£77.83
Other	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00		£0.00
REGULAR EXPENDITURE	£3,011.42	£3,174.98	£2,909.53	£3,203.43	£4,966.79	£4,009.68	£3,840.46		£7,302.88
Clerk's Salary	£0.00	£0.00	£0.00	£0.00	£165.57	£42.14	£364.24		£481.63
Room Hire	£0.00	£0.00	£0.00	£0.00	£12.00	£12.00	£0.00		£76.00
Electricity	£285.00	£296.40	£223.77	£358.32	£282.15	£719.73	£342.04		£-791.94
Landscaping	£580.00	£630.00	£560.00	£660.00	£715.00	£720.00	£670.00		£570.00
Grass Cutting	£1,260.00	£1,350.00	£1,400.00	£1,400.00	£1,650.00	£1,800.00	£1,800.00		£1,960.00
Insurance	£683.42	£695.58	£522.76	£577.61	£535.42	£542.81	£316.58		£323.84
ROSPA Safety Inspection	£83.00	£83.00	£83.00	£87.50	£87.50	£93.00	£93.00		£86.00
Pest Control	£120.00	£120.00	£120.00	£120.00	£120.00	£80.00	£0.00		£0.00
Minor Repairs	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£239.82		£336.35
Drainage	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£14.78		£570.00
Other	£0.00	£0.00	£0.00	£0.00	£1,399.15	£0.00	£0.00		£3,691.00
Budget Allocation - Field	£2,500.00	£2,500.00	£2,500.00	£2,500.00	£2,700.00	£2,700.00	£2,700.00		£2,700.00
Budget Allocation - Play Area	£800.00	£600.00	£650.00	£2,000.00	£2,000.00	£0.00	£1,000.00		£1,000.00
Budget Allocation - Lights							£300.00		£400.00
Contribution from TPC (28%)	£825.89	£870.48	£795.12	£876.78	£1,370.28	£1,101.33	£732.92		£0.00
BALANCE	£1,176.29	£861.61	£1,105.39	£2,245.41	£1,176.42	-£132.00	£969.91		-£3,125.05

