

Report of the Grounds Committee to the Parish Council

The Committee met at 8.16 pm on **Monday 26th June 2017** in Committee Room 1 at the Parish Hall, Great Baddow. Cllr Mrs S Young chaired the meeting.

Present: Cllrs Mrs S Young, K Ronaldson, T Miller, Mrs C Shaw, Mrs J Sosin, Mrs V Sadowsky, A Sosin and Mrs M Miller

In Attendance: The Clerk of the Council
 The Grounds Supervisor

175/17 Apologies

Apologies for absence were received from Cllr Mrs D Ronaldson, who had substituted Cllr Mrs M Miller, and Cllr K Liley and Cllr J Fuller.

176/17 Declarations of Interests

There were no declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests or Registerable Non Pecuniary Interests.

177/17 Minutes

The minutes from the last meeting held on 27th March 2017 were signed as a true record. Proposed by Cllr Mrs S Young and seconded by Cllr Mrs J Sosin and agreed unanimously.

178/17 Public Question Time

There were no members of the public present.

179/17 Clerk's Report

1. **Cigarette Bin and Litter Bin in Recreation Ground**
 The matter of the installation of the litter bins, replacement dog waste bins and a cigarette bin in the Recreation Ground is being progressed by the Grounds Supervisor and the Clerk.
2. **Recreation Ground Changing Rooms**
 The Clerk still needs to speak with Cannon Hygiene about extending the current contract at the Parish Hall for hand dryers at the changing rooms in the Recreation Ground.
3. **Lawn Cemetery**
 It was reported that the new gates at the Lawn Cemetery have been installed.
4. **Grounds Contracts**
 The Clerk reported that the tenders were opened and assessed on 13th June 2017 and certain tenderers called for interview. The councillors on the panel had two preferred contractors and references have been requested. Further interviews will be taking place this week with the two preferred contractors.

180/17 Grounds Supervisor's Report

The Grounds Supervisor reported that since the last meeting, the following issues have arisen:

1. Changing Room Showers – a problem has been encountered with being able to flush the showers on a weekly basis. The Clerk will speak to Clearwater Technology.



2. Wicksteed Outdoor Gym – quotes have been obtained for repairs to the equipment and it was agreed that the matter should be referred to the Finance & General Purposes committee on 3rd July 2017.
3. The Grounds Supervisor reported that a lot of broken glass has been found in Noakes Place, near the Blue Lion PH. She said she will speak to the licensee.
4. Swings – it was reported that following the Annual Play Inspection, another swing has had to be removed. The surface is extremely bad and these items need to be considered for replacement. The Clerk and the Grounds supervisor have agreed that the play bark surrounding this area will be topped up as soon as possible.
5. Lawn Cemetery – the inspection covers near the toilets in the Lawn Cemetery need replacing. The covers have been ordered and Mr Dixon will be asked to install them, once they are received.
6. Recreation Ground Office – the decommissioned shower in the office is to be removed tomorrow.
7. The Grounds Supervisor reported that the employed staff are struggling to manage the workload.

181/17 Recreation Ground

1. **Play Equipment Repairs – Proludic and Wicksteed** – The Grounds Supervisor had e.mailed Proludic and Wicksteed and requested quotes for the remedial works that need to be carried out to the equipment, following the Annual Inspection. Proludic had quoted for some items but had recommended that a site visit should be undertaken. It was proposed by Cllr Mrs S Young and seconded by Cllr Mrs C Shaw that a site visit should be requested as soon as possible and then the quotes for work should be referred to the next appropriate Finance & General Purposes committee for approval. This was agreed unanimously.

The quotes from Wicksteed had not been circulated and it was agreed that these should be referred to the Finance & General Purposes committee on 3rd July 2017.

2. **Update on Water Risk Management inspection in the Recreation Ground** - The Water Risk Management Survey at the Recreation Ground took place on 17th June 2016 and the Clerk met with a representative from Clearwater Technology Ltd. on 9th September 2016. At that meeting, several issues were discussed and the Clerk was requested to take further advice on certain matters. One of the matters raised was the bowling green irrigation system, which was rated as a very high risk. This was mainly due to the nature of the system, which produces an aerosol effect and then linked to this, the potentially vulnerable groups that both use the facilities and live in close proximity.

Since September 2016, the showers in the Changing Rooms have been re-commissioned and the shower in the Recreation Ground Office has been de-commissioned. The Clerk contacted Prime Irrigation for advice about what steps could be taken regarding the sprinkler system and now needs to discuss this information with Clearwater Technology. The Clerk has contacted Clearwater Technology to make an appointment for their adviser to come to the office to discuss this matter and also that of the work to be done at the Parish Hall and Bell Centre. A further report will be given to the Council once this meeting has taken place and a plan of work has been formulated. The report was noted.

Cllr K Ronaldson had circulated an article taken from the Eastern Daily Press, which illustrates how it is not particularly difficult to contract Legionnaire's Disease, even in a domestic setting.

3. **AWSC Playing Surface** - On 14th June 2017, a copy of an e.mail to Cllr Mrs C Shaw from Mark Caleno was received in the office. Mr Caleno hires one of the All-Weather Sports Courts on a Tuesday evening and he was writing about a number of injuries that had been sustained by players during play on the All Weather Sports Court on 13th June 2017.

The Clerk contacted Cllr Mrs S Young, Cllr Mrs C Shaw and Cllr Mrs J Sosin on the evening of the same day and advised that because of the injuries sustained and because Mr Caleno was saying the surface was to blame, that the court should be closed on Health & Safety Grounds. This advice was based on the following facts:

- That these are not the first complaints that have been received from Mr Caleno about the playing surface and the injuries sustained by the players, which date back over some time.
- The application form for the CIF funding in August/September 2016 contained wording that indicated that the Council was aware of the uneven and dangerous nature of the surface and that it was unlikely that the surface would have improved since that time
- If the Council accepts that the playing surface is uneven and dangerous and still allows it to be used by members of the public, the insurance may be invalidated, in the event of a claim

Following a site visit on 16th June 2017 by Cllr Mrs S Young, Cllr Mrs C Shaw, Cllr Mrs J Sosin and the Grounds Supervisor Mrs Michele Dixon, the following decision was taken that there is no need to close the courts as long as they are swept regularly. Mr Malins is to be asked to sweep in accordance with the decision.

It was proposed by Cllr Mrs S Young and seconded by Cllr Mrs C Shaw that the recommendation made from the site visit is ratified and that a written record is kept of the dates and times when the courts are swept, which should be on a weekly basis. This was agreed unanimously.

It was noted that Mr Caleno has been asked to complete an accident report at his earliest convenience, for the incidents that took place on 13th June 2017.

182/17 Forward Plan

The Clerk circulated an updated copy of the forward plan to the meeting. The Clerk noted that due to the recent staffing changes, there had not been much progress on a number of the projects. P Coote Ltd is to be asked for a quote for the hand dryers in the toilets in the Recreation Ground. The updated report was noted.

Cllr A Sosin raised the matter of benches in the Lawn Cemetery and noted the fact that there are no benches in the new section. The Clerk reminded the meeting that the reason for the Council stopping the installation of benches was not due to a lack of space but due to the lack of maintenance capability. It was agreed that this should be further researched and a report presented to the next meeting.

183/17 Matters for Information

There were no matters for information.

184/17 Private and Confidential

It was resolved that the meeting would be closed to the public and press under the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted in the following items. Proposed by Cllr Mrs S Young and seconded by Cllr Mrs J Sosin.

185/17 Bowling Club Lease

The decision made at the Council meeting on 12th June 2017 was noted. This was that the cost of maintaining the rink to a high standard is expensive and Cllr Mrs S Young had proposed that discussions should be opened with the Bowling Club regarding the future lease and maintenance of the green. This had been proposed by Cllr Mrs S Young and seconded by Cllr Mrs V Sadowsky and was agreed unanimously.

It was agreed that in the meantime, the current negotiations for the lease would go ahead.

186/17 Noakes Place Agreement

The Clerk reported that this matter has not been progressed, due to the work involved in the Grounds Contracts tenders. There was a discussion about what the Parish Council will be expected to do and to what standard and whether there will be any payment for this. The Clerk confirmed that the City Council will probably be expecting a higher standard of maintenance than there is currently and that there is no payment to the Parish Council involved. Cllr A Sosin explained about the Special Expenses and the relief through that system that is given to Council Tax payers. The matter will be progressed by the Clerk as a matter of priority.

There being no further business the meeting was closed at 9.19 pm.

Signed.....*A E Sosin*.....Dated.....*16th July 2017*.....