



**CITY OF ELY COUNCIL
RECREATION & CEMETERY COMMITTEE
MINUTES OF A MEETING HELD
AT 6.30 PM ON MONDAY 4TH FEBRUARY 2013**

PRESENT:

The Mayor, Cllr W Burton Cllr E Griffin-Singh Cllr E Every Cllr N Clarke

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Hobbs and Ashton.

2. REQUEST INTENTION OF THOSE IN ATTENDANCE WHO WISH TO SPEAK ON AN AGENDA ITEM as per Standing Order 83 b

No intentions were received.

3. MINUTES OF THE LAST MEETING & MATTERS ARISING

Minutes of the meeting held on the 22nd October 2012 were agreed and signed as a true record. Pages RC 034 & 035 refer.

There were no matters arising.

4. BUDGET UPDATE

Members noted the budget update dated 28th January 2013. There were no significant variances. Members agreed provision needs to be made within the budget for a reserve heading, to allow for the purchase of future burial land. This will be looked at when the budget is set for 2014/15.

5. General

5.1 TO DISCUSS STAFFING

Cllr Clarke advised members that the member of staff who had requested a reduction in hours, had now decided to remain full-time. Members agreed the play area inspections and litter picking must be carried out by the Recreation & Cemetery Technician. The Supervisor will inspect the play areas on an occasional basis and when the Recreation & Cemetery Technician is on annual leave or off sick. These two members of staff will receive Play Ground inspection training to bring them up to date with current practices and legislation. They will be the only 2 members of staff permitted by the Council to inspect the play areas. The Recreation and Cemetery Technician will receive one spinal point incremental increase from 1st April 2013, for the extra responsibility he will be undertaking.

6. CEMETERY

6.1 TO AGREE INCREASE OF CEMETERY FEES FOR 2013/14

Members unanimously agreed to increase the Cemetery fees for 2013/14 by 5%. These will take effect from the 1st April 2013.

6.2 TO RECEIVE UPDATE ON CEMETERY WORKSHOP

Cllr Clarke reported that the works are nearing completion. The welfare room needs adequate, none slip flooring, for which the Assistant clerk will obtain a quotation.

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6.3 TO DISCUSS IMPROVEMENT REQUIRED TO PATHWAYS

Cllr Clarke advised members that there is a need for additional pathways within sections Con E connecting to the new storage shed and also to the new Garden of Remembrance. These would greatly improve vehicular, pedestrian and disabled access to these areas. Cllr Clarke proposed that this be paid for through Section 106 under the existing application, for the improvements to the Cemetery at a cost of approximately £16500.00, to which members unanimously agreed.

7. RECREATION

7.1 TO DISCUSS RECENT ASSESSMENT OF PLAY AREAS AND PLANS FOR IMPROVEMENTS

The Assistant Clerk, Cllrs Clarke and Every visited St Johns Road, Willow Walk, Columbine Road, Paradise and Stuntney Play areas on 29th January 2013.

St Johns Road

It was felt the play area at St Johns Road is in need of upgrading the fencing to galvanised steel, new wooden equipment and 2 new benches. It was also agreed the area would benefit from a Zip Wire being installed to the rear of the field. The Skate Park ramps are also in need of upgrading. With the exception of the benches, Section 106 funding is specifically available for St Johns Road Recreation area and therefore members agreed to apply for this funding to carry out these improvements.

Cllr Clarke informed members that there is a small area of land, behind the play area, that was not included when the recreation area was transferred to the City of Ely Council from East Cambridgeshire District Council.

Therefore, it was agreed the Assistant Clerk will contact ECDC to request the transfer of this to the City of Ely Council.

Willow Walk

The fencing at Willow Walk is in keeping with the area and therefore it was agreed that this should be maintained as a wooden fence. The swings within the play area need repainting with bright primary colours. The picnic bench is in need of replacement with a recycled plastic version, which members unanimously agreed to purchase at a cost of £417.00. The slide requires the wooden panels on the platform replacing.

Columbine Road

There is a stretch of wooden fencing that is rotten and needs replacing. Therefore members agreed this will be replaced with metal fencing to be in keeping with the remainder of the fencing. General painting of the equipment is required.

Stuntney

The climbing frame with tyres and climbing frame with rope ladder are both in need of replacement. The Assistant Clerk will obtain quotes for this. Other wooden equipment is in need of refurbishment and supporting poles need to be replaced.

Paradise

The wet pour in the centre of the play area needs edging and the multi activity unit needs pressure washing.

The general feeling of the play areas visited is that equipment needs pressure washing and although the equipment that has been repainted, has been done well, the choice of colour is dull. Therefore, members agreed that the Council's policy for play areas will be that equipment is painted with bright primary colours. Members agreed the Recreation and Cemetery Supervisor will carry out the general repairs, refurbishment of equipment, pressure washing and painting. Stuntney will be treated as a priority, followed by St Johns Road, Willow Walk and Columbine Road.

The Assistant Clerk reported that quotations have been requested for fencing and new equipment for the areas mentioned above.

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7.2 TO RECEIVE UPDATE ON PETANQUE PITCH

The Assistant Clerk reported that consultation letters have been sent out, however no negative comments have been received. Neighbouring residents will also be consulted. Formal permission will now be requested from East Cambs District Council. Costs are being obtained to install the pitch and once a final figure is arrived at, an application will be submitted to Sport England for funding.

7.3 TO DISCUSS UNAUTHORISED USE OF MULTI USE GAMES AREA BY FITNESS CLASS

The Assistant Clerk advised that many requests have been made to the instructor of the fitness class not to use the Multi Use Games Area, as it is intended for use by anyone at any given time. However the instructor has had complete disregard for these requests. Cllr Clarke visited him and requested that he write to the Council to request permission for use. However, members decided that due to the terms of the grant that had been awarded to the Council to install the games area, it is not possible to let any individual use it, exclusively.

8. ANY OTHER BUSINESS

Cllr Griffin-Singh asked if there had been any information received from Ely College regarding Sixth Form students carrying out litter picking, painting the fence and making a welcome sign for St John's Road play area. The Assistant Clerk reported that she had contacted the teacher responsible and had advised him not to paint the fence as it is likely this will be replaced. However litter picking and the making of a sign could still be carried out. She confirmed a risk assessment for the work has been received.

Cllr Griffin-Singh had reported that she had received information from the manager of the Paradise Sports Centre that should car parking charges be introduced in Ely, they would not be renewing the Youth Area lease adjacent to the Paradise Sports Centre, when it is due for renewal in August 2015, as they would be requiring the area for staff parking. The manager also advised that the terms of the lease require the City of Ely Council to return the area to grass playing field standard. Therefore provision within the 2015/16 budget will need to be made to clear the area if car parking charges are implemented.

Cllr Griffin-Singh reported that she had heard another Parish Council that has responsibilities for recreation areas often find inspections and maintenance difficult to implement. Members agreed there could be an opportunity in the future for the City of Ely Council to offer this service out to neighbouring Parish Councils.

9. DATES OF FUTURE MEETINGS

29th April 2013 at 6.30 pm and 24th June 2013 at 6.30 pm.

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COMMITTEE CHAIRMAN
29th April 2013