



**CITY OF ELY COUNCIL  
RECREATION & CEMETERY COMMITTEE  
MINUTES OF A MEETING HELD  
AT 7.00 PM ON MONDAY 22<sup>ND</sup> OCTOBER 2012**

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**PRESENT:**

The Mayor, Cllr W Burton      Cllr E Griffin-Singh      Cllr E Every      Cllr R Hobbs  
Cllr N Clarke                      Cllr A Brear (left at 7.56 pm)      Cllr B Ashton (left at 8.40 pm)

**1. APOLOGIES FOR ABSENCE**

There were no apologies.

**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 3<sup>rd</sup> September 2012 were agreed and signed as a true record. Pages RC 032 & 033 refer.

Matters arising:- Item 4, The Assistant Clerk reported that she had received quotations from Wicksteed regarding services they offer for inspecting playgrounds. This information will be emailed to members for consideration. Item 7, Councillor Griffin-Singh reported she had spoken to the new Larkfield Centre Manager regarding balls going over the fence from the Multi Use Games Area. She said that at present this has not been much of a problem and therefore members agreed to hold it in abeyance.

**4. BUDGET UPDATE**

Members noted the budget update dated 15<sup>th</sup> October 2012. There were no significant variances. The Assistant Clerk advised the income was lower than at this time last year. Members requested that details of the services offered in memoriam, be sent to the local Funeral Directors. Members agreed the budget for 2013/14 with the exception of recreation, renewal, additional (new) & repairs which will be £20,000. A copy of the budget for 2013/14 is attached to and forms part of these minutes. The Assistant Clerk reported £26,976 had been received from ECDC, in lieu of Public Open Spaces from and old Section 106 agreement

**5. TO REVIEW RESPONSIBILITY AND STRUCTURE OF COMMITTEE**

Members discussed whether or not the committee should return to being separate Recreation and Cemetery committees. After a lengthy discussion it was agreed the committee would remain as it is, however the agenda will be prepared to clearly define general, recreation and cemetery items.

**6. TO DISCUSS STAFFING**

Members agreed that the member of staff who had requested a reduction in hours can, be offered two fixed days per week as oppose to 60 hours per month. A decision regarding staffing for 2013/14 can only be made when the member of staff concerned has accepted or declined this offer. Members also discussed training and agreed the Assistant Clerk should look at options of management training for the Recreation and Cemetery Supervisor.

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COMMITTEE CHAIRMAN  
4<sup>th</sup> February 2013

**7. TO RECEIVE UPDATE ON CEMETERY WORKSHOP**

Cllr Clarke reported that the storage shed will be completed by the end of the week and it is hoped the alterations to the chapel will commence on 1<sup>st</sup> November 2012.

**8. RECREATION & CEMETERY SUPERVISORS REPORT ON ITEMS OF EQUIPMENT IN PLAY AREAS & TABLE OF TIME SPENT AT EACH SITE**

Members noted the report and agreed the first priority will be to replace the wooden equipment at Stuntney play area, followed by the complete refurbishment of Willow Walk play area. Members will visit Stuntney on 29<sup>th</sup> October and Cllrs Every and Clarke will also visit Willow Walk.

**9. TO APPROVE AMENDMENT TO MEMORIAL POLICY**

Members unanimously agreed the amendment to the memorial policy. This will be recommended for approval and adoption at the next Full Council meeting.

**10 TO DISCUSS STUNTNEY PLAY AREA AND QUOTE FROM WICKSTEED**

Members noted the quote received which the Assistant Clerk advised was a starting point and other quotes will be sought in due course. She also advised that a new lease has been received which members agreed was acceptable.

**11. TO NOTE LETTER FROM JUBILEE GARDENS RE PETANQUE PITCH**

Members noted the letter refusing the request to place a Petanque pitch in Jubilee Gardens. Therefore it was agreed to write to ECDC to request permission to erect a pitch on the green area outside the Maltings.

**12. ANY OTHER BUSINESS**

The Assistant Clerk raised the matter of ECDC's request for this Council to repair the finger posts within the City. Members agreed this Council would only look at the four worst ones, as it does not have the resources to look at all of them.

Cllr Griffin-Singh reported that a request had been received from Ely College for some sixth form students to carry out voluntary work on a play area. Members agreed a formal request needs to be received from the College, detailing the proposal of the work they would like to carry out and how it will be funded.

The Assistant Clerk advised members of an email she had received from a parishioner regarding a headstone at the Cemetery, members agreed the Assistant Clerk should respond accordingly in order to reach a mutually, amicable conclusion.

**13. DATES OF FUTURE MEETINGS**

3<sup>rd</sup> December 2012 at 7pm 4<sup>th</sup> February 2013 at 7pm, 29<sup>th</sup> April 2013 at 7pm, 24<sup>th</sup> June 2013 at 7pm.

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COMMITTEE CHAIRMAN  
4<sup>th</sup> February 2013