

## **BUXTED PARISH COUNCIL**

### **Minutes of the meeting of the Property and Recreation Grounds Committee held in High Hurstwood Village Hall, High Hurstwood at 7.00 p.m. on 26<sup>th</sup> November 2008**

**Present:** Cllrs. Chalmers (Chairman), Cllr. Downing, and Cllr. Treacher  
Also present: Miss B Macklen Clerk

**Public:**

Nigel Hodgson. Mr Hodgson attended to answer any questions regarding the pig syndicate.

**1. Apologies for Absence**

Apologies were received and accepted from Councillors Crowe, Rose, Warner and Mrs E Smith

**2. Declarations of Members Interests.**

None

**3 Buxted Allotments**

Following the previous committee held on 3<sup>rd</sup> October 2008 all recommendations had been carried out and fulfilled. An informal meeting had also taken place on 17<sup>th</sup> November between Members of the Parish Council and the existing and new allotment holders to discuss the regeneration of the allotment site and ascertain issues that needed to be addressed by the Parish Council. This Committee now had to consider the next steps required in order to implement the changes to the allotment site including the creation of new allotment plots as soon as practicably possible. These consisted of:

**Fencing and Gate requirements for allotments**

The Clerk advised that a meeting is being arranged for Saturday 6<sup>th</sup> December at 9.00am at the allotment site between a fencing contractor, Mr R Macmahon (new plot holder) and Mr C Mills (existing plot holder) as representatives of a new allotment committee, and Members of the Parish Council to ascertain requirements and the best positioning for fencing in order that a quote for the fencing contract can be submitted to the Parish Council for consideration. It was **agreed** that following a visit to allotments in Compton, deer and rabbit proof fencing would be most effective.

Mr Hodgson confirmed that the pig syndicate will provide suitable fencing inside of any fencing supplied by the Parish Council. This will consist of two rows of 5ft fencing in order ensure protection of Parish Council fencing in addition to electric fencing for security purposes and to stop the pigs from getting out.

**Layout of New and Existing Plots (including paths)**

**Agreed** that pathways between the plots are considered essential for new plots and where possible for existing plots. Further consideration of this matter can take place after fencing requirements are established which will allow a better understanding of available plot space.

**Preparation of Land for New Plots**

Various methods including the use of 'round-up', rotavation, or digging by hand were discussed. The use of the Community Payback scheme for digging the ground was also considered, and the Clerk is to investigate this idea further. Each method has advantages and disadvantages, so it was **agreed** to consult with existing plot holders first before making any further recommendations.

**Water Requirements and Supply**

Additional water points are considered necessary in the form of either standpipes or water troughs. It was **agreed** that costs need to be ascertained and the layout of the new plots is required before suitable sites for water supply can be decided.

## Heads of Terms of Tenancy Agreement

The Clerk advised that the Chairman of the Parish Council is currently drafting initial agreements for both the allotment holders and pig syndicate. **Agreed** that the first draft will be circulated to the Parish Council before consultation with the allotment management committee.

## Rental Charges

**Agree** that rental charges need to be brought in line with national charges i.e. £20 - £40 depending on the size of the plot. However, it is **recommended** that existing plot holders are subject to gradual increases to their rental charges as some will be subject to an initial annual increase of up to £35 per plot.

## Formation of Management Committee – Interaction with Parish Council

The Committee was pleased to note that 13 people had volunteered to start a management committee at the recent allotment holder/Parish Council meeting. However, it was **agreed** that whilst consultation with the management committee is considered very important at each stage of the regeneration of the site, the overall management of the site remains in the hands of the Parish Council until the new plots are established and are being well utilised.

Following consideration of the above items, the Committee also discussed the suggestion of allowing sheds at the site. It was **agreed** that if the Parish Council agree it is appropriate, it should be written into the tenancy agreement. It was also **agreed** that this would be part of a consultation with the allotment committee, but the Parish Council should include the maximum size of shed allowed within the tenancy agreement.

## 4. Buxted Recreation Ground and Pavilion

*Standing Orders were suspended to allow for Mr Derek McDougall (Chairman of Buxted FC) and Mr Dean Morris (Secretary of Buxted FC) to make a presentation to the Committee.*

Mr McDougall told the Committee that he has been involved with Buxted FC for the past ten years and with the full support of the club, very much hopes that the Parish Council will consider and if possible support the future plans and aspirations that the club has.

He gave a detailed presentation to the Committee (copy attached) covering:

- Facility Improvements
  - Pavilion Interior
  - Pavilion Exterior
  - Additional Facilities
  
- Funding
  - Football Organizations
  - Self Funding

Mr McDougall advised that the vision for the site is to establish the existing village green and pavilion together with associated amenities which the whole community will utilize and enjoy in addition to Buxted FC who only use the pitch on a regular basis during the winter months.

During the presentation, Members of the Committee had the opportunity to ask questions, establishing the following:

- The existing hard standing adjacent to the car parking area is not considered large enough, so an extension to this is sought. This ideally would also consist of a hard standing area for spectators between the pitch and pavilion. New FA rules governing spectator respect requires designated spectator areas which consist of a suitable distance between spectators and the pitch. It is therefore proposed that a hard standing in addition to a

removable barrier in the form of horizontal poles be used which would establish a clear boundary for spectators.

- Buxted football club senior team train on a Wednesday evening at St Bede's School on a multi surface pitch. This is at a cost of £50 per session. It is therefore proposed that a floodlit multi surface/hardcourt area be created to the south side of the existing pitch. This would not only allow the senior team to train in Buxted, but would also allow the newly established Youth and Junior teams to train in the evenings during winter which they cannot do at present. It would also provide an area which any other society or club in the area could use i.e. netball, basketball, tennis.
- Drainage of the site has been carried out to date with the financial help of the Parish Council. Although the slitting process has been partially effective to date, it is recognized that this is not a long term solution. It is also becoming less effective as more games are played on the pitch following the introduction of the Youth and Junior teams. Relaying the pitch would be at a cost of £35,000. Various funding means are being researched.
- Buxted FC have written to the owner of the land behind the pavilion to request the use of the area to provide for further pitches for the Junior and Youth teams. Mr McDougall will copy the Clerk to the Parish Council into any correspondence.
- Buxted FC has almost completed the FA Chartered Standards Certification which establishes the club as being managed and conducted at a quality level. They are one in only a very few in this area to achieve this standard. This opens up further funding opportunities. However, establishing funding for projects is normally based on a percentage amount with the club having to provide usually up to 50% of the overall funding in order for the funding organization to match the amount. This is proving difficult with an annual turnover of £19,000, £18,500 of which is expenses. Various funding opportunities are currently being pursued to maximize funding opportunities, in addition to the locally held events.
- The Football Club advised that a new website is soon to be launched and work on a programme of events for 2009 will be forthcoming to try and avoid the ad-hoc requests for permission to the Parish Council as in summer of 2008.

#### **Request for 20 foot high fencing behind goal**

The Committee **recommend** that permission for the netting is granted subject to the netting being removable when it is not in use.

#### **Request for contribution towards repair of pavilion roof**

The Committee agreed that following internal improvements to the pavilion, the external issues need to be resolved. Mr McDougall advised that £1600 of the £4000 required has been raised to date, but further fund raising opportunities are less available during the winter period. Therefore, the Committee **recommend** that this matter be put to the Parish Council for further consideration.

#### **Security of Pavilion**

The Clerk read the letter received from the Crime Prevention Officer which made a number of recommendations to improve the security of the pavilion following a break-in in January 2008. Following discussion with Mr McDougall and Mr Morris, it was **agreed** that the Clerk would inform the insurance company that mesh grills will be installed on the windows currently without any protection. If this action does not satisfy the insurer's requirements, further methods of security would have to be considered.

Following clarification of the above points, Mr McDougall and Mr Morris expressed a wish for the Football Club to work with the support of the Parish Council informing and requesting necessary permissions at each stage. It is therefore important for the Parish Council to understand, and if possible agree to the long term aspirations and ideas of the Club at this stage in order to establish a direction towards which Buxted FC can aim.

In conclusion, the Chairman of the Committee thanked Mr McDougall and Mr Morris for attending the meeting and for presenting Buxted FC's future aspirations to the Committee. Whilst

encouraged by the enthusiasm and obvious commitment to improve the facilities at the recreation ground, it is important to remember that the site is a community village green and so any changes or improvements made must be to the benefit of the community as a whole and be approved by the Parish Council. To that end, it is **recommend** that regular (quarterly) meetings are held with Buxted Football Club in order for the Parish Council to be updated on the above issues as owners of the site.

**13. Members Questions**

None this meeting

**14. Any Other Matters Properly Notified**

None this meeting.

The meeting closed at 9.15 p.m.

Signed:

Chairman

Date: