

Cheveley Pavilion & Recreation Ground Charity

Registered Charity Number 1082799

59 West Street, Isleham, Ely, Cambs, CB7 5SD

Telephone: 01638 780835

Chairman: Mr Ian Jackson

CHEVELEY PAVILION & RECREATION GROUND CHARITY MEETING **HELD IN CHEVELEY COMMUNITY ROOM** **ON TUESDAY 13TH NOVEMBER 2018**

MINUTES

Present: Alison Day, Claire Elbrow, Jane Gibson, James Hadlow, Jaquilyn Hascombe-Brook, Ian Jackson (Chair), Brent Noble, Sheila Marvin, Tracey Peel, Sallie Thomas and Sue Willows.

Secretary: Marilyn Strand

There were 2 members of the public present.

The meeting was opened at 9:12pm.

1. Apologies and approvals for absence

None.

2. Declaration of Pecuniary and Non-Pecuniary Interests

None.

3. Open Forum for Public Participation

None.

4. Approval of Minutes of the Meeting held on 9th October 2018 – AGREED and signed by the Chairman.

5. Matters Arising including reports from the Secretary and Trustees.

Report from the Secretary NOTED as follows:

1. Fenland Leisure will be carrying out repairs to the cableway and seesaw either week commencing 26th November or week commencing 3rd December.
2. The Direct Debit for the pavilion electricity account has been changed so that all future payments come out of the Charity's bank account. At the same time, Eon has switched the account onto a 12-month deal which reduces the daily standard charge from 52p per day to 27p per day. The unit rate per Kw has increased however, overall, the Charity will reduce its annual electricity bill by approximately £60.

It was also NOTED that no other matters had been reported on the most recent playground inspection.

6. Finance & Administration

Payments for consideration and approval this month – AGREED.

(a) Ref:	Payee/Item	Chq. No.	Total
(1)	ECDC play area inspection – Oct 18	DD	£30.00
(2)	McGregor Services – Oct 18	000014	£487.20
(3)	Wave – pav water Jul – Oct 18	DD	£24.28
	<u>Total payments for the month</u>		<u>£541.48</u>

(b) Proposed Q2 2018/19 accounts/bank reconciliation – NOTED.

(c) To reimburse PC for Q2 expenditure on behalf of the Charity:

July: ECDC play area inspection £25.00
Eon pavilion electricity £82.28
Aug: ECDC play area inspection £25.00
SJP services dog bin installation £191.90
Sep: ECDC play area inspection £25.00
Total: £349.18

AGREED.

7. Pavilion & Recreation Ground Matters

- (a) To consider procedure for the allocation of pavilion keys (SEP 18: 7(b)) – this item was deferred to the December meeting.
- (b) To consider recommendation for the erection of a tree swing(s) (OCT 18: 7(d)) – following advice from tree surgeons, it was agreed that tree number 106, which is adjacent to the play area on the recreation ground, is the best option for a tree swing. Quotations for the work will be obtained.
- (c) To consider quotations for tree works on recreation ground – two quotations had been received and were considered. It was agreed to obtain one further quotation before making a decision.
Cllr Hadlow proposed that a tree planting programme be put in place and this will be discussed at the January meeting.
- (d) To discuss pavilion improvements – welcome to Mark Hatley at the meeting.
1. To consider revised Project Plan – NOTED.
 2. To consider revised drawings based on the specification agreed at the October meeting - Mark Hatley (PCH Associates) presented two options following revisions made at previous meetings and gave explanations for the way the plans had been drawn up. Visual improvements and improvements to practical elements of the build had been made and the projected cost of the proposal was approximately £700k. Other matters raised included:
 - whether a rear entrance is needed if there are already separate entrances to the changing rooms – this may be necessary for building regulations and this will be checked. It would be more economical to allow access directly onto the High Street from a rear entrance than to lay a path from the car park to the building however, concerns were raised that a rear entrance could lead to more parking on the High Street. It was clarified that an entrance at the rear would not necessarily mean direct access onto the High Street.
 - the car park would need increasing slightly as planning regulations would require 22 car park spaces for this size of community building.
 - part of the external storage area could be used for a DDA compliant toilet (Disability Discrimination Act) and provision made for a larger internal store.
 - the cost of a path from the car park to the building is not included in the estimated build cost.

Ian Jackson proposed to take one of the options forward to public consultation between 7th January and 4th February 2019 to gauge public opinion on the design and potential cost of the build. It was agreed that the potentially high-level cost of the build and fixtures and fittings should be presented as part of the consultation, as well as the likely cost of a new path. Councillors voted on which of the two options should be put forward for consultation and drawing 4a was AGREED with minor changes. PCH Associates will produce visuals of the proposal for use at public consultation event for no extra charge and Ian Jackson, James Hadlow, Tracey Peel and Alison Day will consider the format of the consultation events, to be considered at the December meeting. The public consultation will not be a referendum but feedback given at the events will determine whether there is sufficient public support to apply for funding to take the project forward.

8. Date of next meeting & Matters for Future Consideration.

11th December 2018; 8th January 2019.

The meeting was closed at 10:10pm

Signed: Approved and signed by the Chairman

Dated: 11th December 2018