



GREAT CORNARD PARISH COUNCIL

Minutes of the Meeting of the **ART, SPORT & LEISURE COMMITTEE**
held in The Stevenson Centre at 7.15pm on Monday 28th February 2022

<u>Present:</u>	Councillors	M D Newman Mrs C J Baker S M Sheridan Mrs J Wilson	Chairman T J Keane Mrs T E A Welsh C G Wright
	Council Manager	Mrs N Tamlyn	

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mrs Bark, A C Bavington and K Graham.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

NONE.

3. DECLARATIONS OF GIFTS AND HOSPITALITY

NONE.

4. ITEMS BROUGHT FORWARD – FOR NOTING

Members reviewed and **NOTED** the Items Brought Forward List.

5. CORRESPONDENCE

a) SCC: Crab Lane Modification Order

Members reviewed and **NOTED** the SCC (Parish of Great Cornard) Modification Order 2021, and that any representation of objections relating to the order should be received by 23rd February 2022.

b) Huggy Cuggles: Use of the Country Park

Members reviewed an application form to use the Country Park for a Tree Babies and Tots wellbeing group to be held on Monday and Thursday mornings during term time only.

The Council Manager confirmed that the application had been reviewed by the Sudbury Common Lands Charity who had no objections other than to ensure the music was kept as low as possible and no leaves, sticks or flowers etc. were removed from site.

Members discussed charging for the sessions as Huggy Cuggles was a business but Members agreed that it was important to promote such activities and to monitor the success of the sessions first.

Members **AGREED** to give permission to Huggy Cuggles to run the sessions on a trial basis on the understanding the Council's decision would be reviewed in one year's time.

6. **TO RECEIVE A REPORT ON THE PROPOSED RESURFACING OF THE ALLOTMENT CAR PARK**

Members reviewed Report No. E08 which detailed the Notes of the onsite meeting that took place on Tuesday 7th December 2021, to discuss the specification for the resurfacing of the Allotment car park (**see Appendix A**).

The Council Manager confirmed that she had met a contractor who had suggested installing a French drain/land drain to assist with drainage. If agreed, this would increase the cost of the project from approximately £40k to £65k which also included the cost of installing the hoggin footpath as well.

Members **AGREED** to accept the Recommendations of Report No. E08 and for the Council Manager to draw up a draft tender document based on the specifications detailed in the Report with the aim of having the works carried out in September/October 2022.

Members **AGREED** to write to Babergh DC to inform them of the increased CIL 123 Fund request due to the new drainage solution and hoggin footpath.

7. **TO CONSIDER A QUOTATION FOR 2 NEW PICNIC BENCHES IN THE COUNTRY PARK**

Members reviewed Report No. E09 (**see Appendix B**) which detailed the Committee's decision in September 2021 to reconsider installing two new picnic benches in Spring 2022.

Members reviewed designs and costings for wooden picnic benches and agreed to **RECOMMEND** to Full Council the purchase of one wooden picnic bench and one wooden picnic bench with wheelchair access at a cost of £380.00 plus VAT.

Funds to be allocated from the Recreation Budget.

8. **TO RECEIVE AN UPDATE ON MAINTENANCE WORKS TO THE CRICKET SQUARE**

Members reviewed Report No. E10 (see **Appendix C**) detailing the current position regarding the maintenance of the cricket square which had not been used since the Great Cornard Cricket Team folded in 2020 and is currently unsafe to use.

Members discussed the lack of manpower to carry out the regular maintenance of the square and whether it was prudent to continue to spend funds on a facility which is not being used. Members **AGREED** that a working cricket pitch was an important facility for the village and the Council should continue to try and find someone to maintain the square.

Agreed to **RECOMMEND** to Full Council to instruct the restoration work at a cost of £325 plus VAT and to advertise for an unpaid volunteer or small garden business to carry out the works.

9. **TO DISCUSS URGENT REPAIRS TO THE CORNARD UNITED ACCESS ROAD**

Members reviewed correspondence and a photograph from Cornard United regarding repairs to the access road. The Council Manager confirmed that the Club were obtaining a quotation for the work on the basis that both the Parish Council and the Club would contribute towards the cost.

Members also reviewed a specification for the repair works which had been obtained by the Council Manager along with some costings. The costs had not been circulated as they would be used to compare against the Cornard United quote.

Members **NOTED** the specification and **AGREED** to reconsider the matter once Cornard United had submitted a comparable quote.

10. **TO CONSIDER A REQUEST FROM THE GAINSBOROUGH TRAIL WORKING PARTY TO FUND AN INTERPRETATION BOARD IN THE COUNTRY PARK**

Members reviewed Report No. E11 (see **Appendix D**) which referred to a request from the Gainsborough Trail Working Party asking the Parish Council to consider funding an interpretation board for the Country Park at a cost of no more than £900 plus VAT. A copy of the printed leaflet had been included with the Report and a copy of the proposed interpretation board's design was displayed in the Council Chamber.

Councillor Mrs Baker advised that the Working Party had not sought permission from the Baker Family to use the picture of the Mill Pond which was private, and asked for it to be removed from both the leaflet and the interpretation boards. Mrs Baker also highlighted a number of errors in the text of the leaflet which would need to be addressed.

Members **AGREED** for the Council Manager to contact District Councillor Jan Osborne to highlight the issues in order for them to be addressed urgently as the leaflets had already been printed and the interpretation boards were due to be printed shortly.

Members agreed to **RECOMMEND** to Full Council the funding of the Gainsborough Trail interpretation board in the Country Park at no more than £900.00 plus VAT, subject to the issues raised by Councillor Mrs Baker being resolved.

Members **NOTED** the proposed date for the Gainsborough Trail launch which is due to be held on the morning of Saturday 7th May 2022 at The Stevenson Centre.

Funds to be allocated from the Blackhouse Lane Budget.

Meeting closed at 8.16pm

APPENDIX A

Art, Sports & Leisure: Item No. 6

Report No. E08

NOTES FROM MEETING WITH MEMBERS OF THE ARTS, SPORT & LEISURE COMMITTEE ON
TUESDAY 7TH DECEMBER 2021 TO AGREE A SPECIFICATION FOR THE RESURFACING OF THE
ALLOTMENT CAR PARK

ATTENDEES: Councillors Newman, Sheridan, Wright, Mrs Bark and Mrs Wilson
Council Manager Mrs N Tamlyn

APOLOGIES: Councillors Keane, Bavington, Graham and Mrs Welsh

Members met to carry out a site inspection of the Allotment car park and agree a specification for the purposes of drawing up a tender document for the resurfacing of the car park.

Members agreed to **RECOMMEND** the following:-

1. To fell and grind out the stump of the tree at the entrance to the car park and to clear all vegetation on both sides to a maximum width of 10m. Members **NOTED** that the tree is leaning and has a significant amount of dead wood. **(Chairman AOM – works carried out w/c 14th February 2022)*
2. To carry out the above works prior to the beginning of the bird nesting season. Funds to be allocated from the remaining Allotment Budget for FY21/22 and CIL monies set aside for works to the Allotment Car Park. These works are dependent on the timeframe of Babergh's Bid Round Cycle for CIL funding and may need to be adjusted accordingly.
3. The proposed area to be tarmacked is 118m long and 10m wide and 100mm thick. The road camber to be sloped towards the ditch on the opposite side to the Allotments. **Agreed** for the Council Manager to discuss water run off with contractors. **(See proposed drainage specification overleaf)*
4. To install concrete kerbing flush to the tarmac on both sides of the car park.
5. To install designated parking bays with thermoplastic white lines including two disabled bays.
6. To install a pedestrian walkway along the entire length of the car park with thermoplastic white lines.
7. To install a hoggin path 24.8m long and 4.5m wide from the end of the tarmac to the Country Park access gate. (To be itemised separately on Tender)
8. Members to agree a timeframe for the project based on Babergh's Bid Round Cycle for CIL Applications. (See attached BDC documents)
9. To complete a BDC CIL Funding Enquiry Form as soon as possible. **(Submitted by Council Manager @ 27/01/2022)*

**Actions carried out since meeting on 7th December 2022*

Council Manager

21st February 2022

PROPOSED SPECIFICATION INCLUDING DRAINAGE SOLUTION

Allotment Car Park Area Approx. 1180m²

To install 150 x 50 flat top edging kerbs set in concrete to the perimeter of the car 118 x 10

To excavate a trench 118m long for the installation of a French drain/land drain adjacent to the donkey field next to the kerb edge and remove spoil from site

To install a geotextile membrane and 100mm perforated pipe to the excavated trench and surround in 20mm stone

To grade level and compact the sub-base

To lay tarmac planings where necessary, adjusting levels to help take the water across to the French drain

To lay 60mm of AC20 Open Binder to the prepared area

To surface the base course with Stone Mastic Asphalt 10 Surf

Hoggin Footpath Area Approx 25 x 4.5

To excavate for the installation of flat top edging kerb to the perimeter and remove spoil from site

To install flat top edging kerbs set in concrete to the perimeter

To excavate the grass area to a depth of 200mm within the area 25x4.5 and remove from site

To lay 150mm of Type 1 crushed concrete to the excavated area

To lay 50mm of hoggin to the prepared sub-base

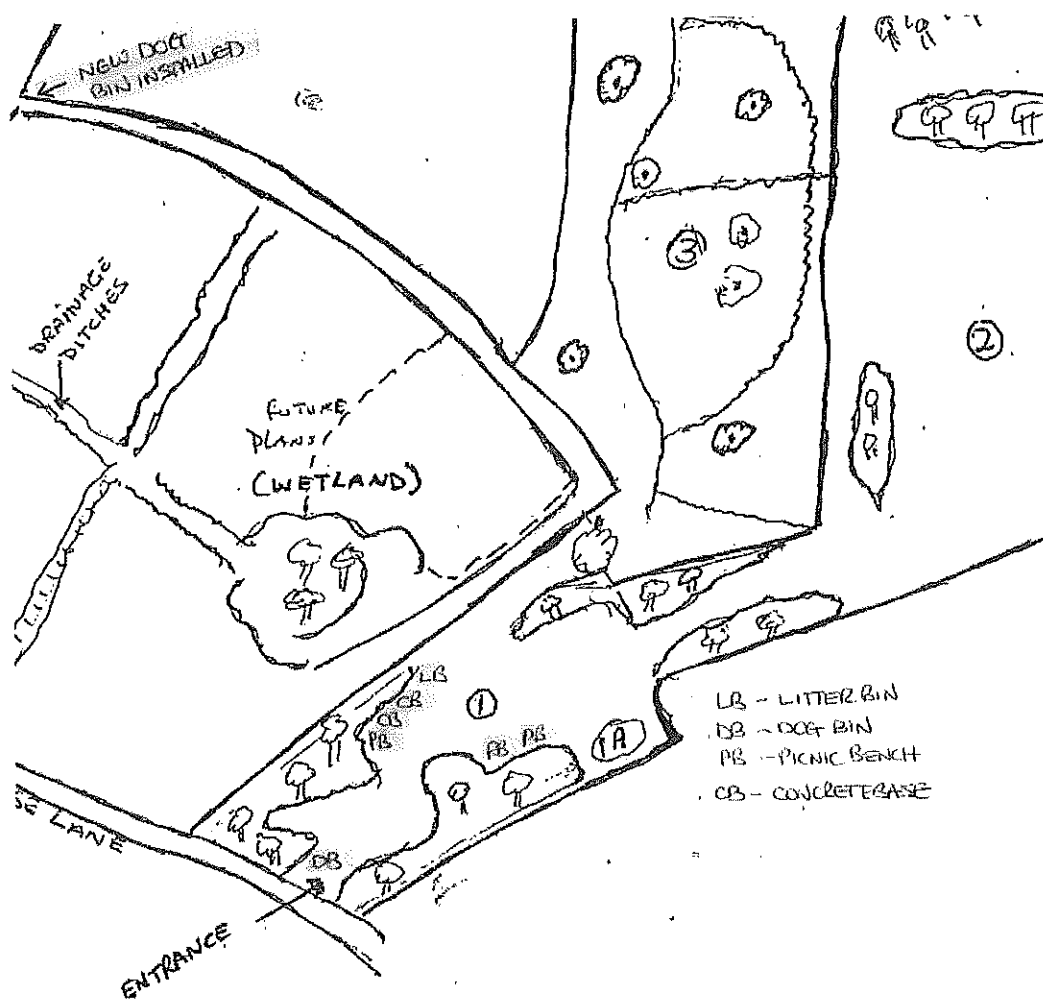
Art, Sports & Leisure – Item No: 7

REPORT: E09
Great Cornard Country Park – Picnic Area

At the Art, Sports & Leisure meeting on the 27th September 2021, Members reviewed a report on the seating and waste provision within the picnic area of the Country Park (copy attached).

At that meeting, Members AGREED for the Council Manager to seek quotes for two wooden picnic tables with wheelchair access with a view to installing them in March 2022 and provide one additional dog waste bin at the top of the picnic area which the Community Wardens have agreed to empty.

The Council Manager instructed the Community Wardens to install a new dog waste bin, which they would empty going forward, and this is shown on the map below.



Prices were also obtained for one wooden picnic bench and one wooden picnic bench with wheelchair access, see below.



*Example of wooden 4 seater picnic bench. Priced at £125 plus VAT.
Dimensions: (l) 120cm x (w) 140cm x (h) 73cm*



Example of wooden picnic bench with 900mm wheelchair access bay. Priced at £255 plus VAT.

Dimensions: (w) 180cm x (h) 72.5cm x (d) 140cm

APPENDIX C

Arts, Sports & Leisure Committee Item No.8

Report No. E10

The Maintenance of the Cricket Square on Blackhouse Lane Sports Fields

Members will be aware that since the Great Cornard Cricket Team folded in 2020 the cricket square has not been used and is currently unsafe to use.

Thomas Gainsborough School are still keen to use the area and would play cricket once a week from April to July, and host matches every other week.

The Council Manager has found a contractor who has visited the site and carried out an assessment of the square, and their findings are inserted below.

"Grass coverage is actually quite reasonable with little moss, however, most of the grass was annual meadow grass rather than the ideal perennial rye grasses. Core sample showed less thatch than expected with a square left for so long but far more than ideal.

The soil profile is consistent and had good root depth – not as much clay as needed for a high level pitch but for a non-league school practice pitch will do perfectly well. Overall levels were fine but there was a large amount of worm cast and a fair amount of football booted traffic over the square which has left the square bumpy – this would make the pitch unsafe to use without remedying.

Recommendations:

- *Firstly put up a decent fence ASAP to stop walkers and footballers going over the square.*
- *Keep the square cut as regularly as required to around 20mm (frequency depends on warmth and grass growth) (as you have access to a mower I assume this would be taken care of in-house?)*
- *As soon as we get the first signs of spring and decent growth we will come in and verti-groom the square. This will clean the top surface removing debris such as worm casts and thin out some of the poor grasses. Overseeding with Barenbrug Extreme seed and fertiliser application. This will give the best chance for good quality grass coverage but not too aggressive to be detrimental to quality next summer. (£325+VAT)*
- *Once the fertiliser has washed in, the square will need to be rolled for 10-15 hours in multiple directions over a couple of weeks to compact and level the square. (Again, as you have a roller in house, would you look to manage this in-house?)*
- *At this point the square will be ready for the season and will need regular cutting, pitch preparation (both weekly) and some fertiliser applied (roughly every 2 months throughout the season).*
- *With this work the pitches should be pretty level and safe, the only issues should be if the pitches get too dry. So if in doubt, leave pitches slightly damp with a good grass covering.*
- *If there is potential for adult cricket the following year, a full end of season renovation will be required in the autumn which includes scarifying, seeding, top dressing, levelling, fertiliser and follow up verti-draining 6-8 weeks after. Roughly £750 + VAT but will confirm in the summer."*

Art, Sport & Leisure Committee
Minutes of the Meeting held on Monday 28th February 2022

In response, the Council Manager has arranged for the rope to be replaced and additional poles inserted to ensure the area remains cordoned off.

The company have confirmed that they are able to carry out the restoration works but lack the manpower to commit to a regular maintenance contract. The Council Manager has struggled to find anybody who is willing to commit to the regular maintenance of the square and Thomas Gainsborough School, who will be paying for the regular upkeep, have also tried unsuccessfully to find someone.

The Council needs to take a decision on whether to carry out the initial restoration works at a cost of £325 plus VAT, in which case the contractor needs to be instructed ASAP in time for Spring and hope that we find someone to maintain the square. An alternative approach would be to leave the square cordoned off for the time being and research other options such as a Astro Turf, which would ensure the long term future of the square.

Council Manager

21st February 2022

APPENDIX D

Art, Sports & Leisure Item No. 10

Report No: E11

Gainsborough Trail – Interpretation Board

District Councillor Jan Osborne from the Gainsborough Trail Working Party has asked whether Great Cornard Parish Council would consider funding the cost of an Interpretation Board in the Great Cornard Country Park.

The board will be A2 size and the text will be from Councillor Wright's original text for the Gainsborough Trail leaflet including some additional photographs of the Country Park, and is expected to cost no more than £900 plus VAT.

Whilst the Parish Council has not budgeted for this project there are sufficient funds remaining in the FY21/22 Blackhouse Lane Budget, if invoiced before the end of March 2022.

DATE FOR THE DIARY

Councillor Osborne has also provisionally booked The Stevenson Centre for the launch of the Gainsborough Trail on the morning of Saturday 7th May 2022.

