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Minutes of the Meeting of the **Leisure & Amenities Committee meeting** held on Wednesday 29th October 2014 at 8pm in the Memorial Hall, Bedford Road, Wootton.

Open Forum		There were no members of the public or press present, and so the meeting continued without adjournment.		Public Bodies (Admissions to Meetings) Act 1960 s1(2) and Local Government Act 1972 s100.	
Present		Cllrs Bygraves, Bennett, Chalmers, Doggrell, Groves, Lloyd, Wallace and Wheeler. Cllrs Hall, Price and Quirk were also in attendance. In Attendance: Sue Playford (Clerk).			
Absent		None.			
Agenda no	Agenda item title		Resolution	Action	Power
LA14/64	Apologies for absence. Cllr Dillistone.				Local Government Act 1972, Sch12 p40.
LA14/65	Disclosure of local and/or disclosable pecuniary interests. Cllr Wheeler declared a local pecuniary interest in agenda items LA14/74 and LA14/76.			Clerk to keep on file.	Local Government Act 1972, s117.
LA14/66	Report from outside organisations – for information only. To include a report from Cllr Bygraves on the Recreation Ground committee.		Cllr Bygraves had nothing to report as no meeting had been held since the last L&A meeting.	Clerk to keep on file.	N/A.
LA14/67	List of correspondence received (copies of correspondence can be requested from the Clerk). None.		The Clerk detailed several incidences of vandalism which had taken place in recent weeks at the recreation ground. Two bins had been uprooted and down pipes to the changing rooms damaged beyond repair.	Cllr Bygraves to take forward.	N/A.

		Cllr Groves had discovered bottles containing fireworks during the recent litter pick and also detailed recent events at the Memorial Hall which had led to the resignation of the caretaker. Cllr Bygraves agreed to contact Chief Inspector Mark Upex to highlight the issues.		
LA14/68	Minutes of the previous meeting. Members of the Leisure & Amenities Committee were asked to receive and adopt the minutes of the Leisure & Amenities Committee meeting held on the 24 th September 2014.	Resolved to receive and adopt, with one amendment (LA14/59 - bench to be sited on a concrete base in keeping with others at the site). Proposed: - Cllr Bennett. Seconded: - Cllr Groves. Resolved by all present.	Clerk to keep on file.	Local Government Act 1972, Sch 12 p 41.
LA14/69	Matters arising from the minutes to include Issues log review – for information only. - LA13/17 – New Community Hall in Fields Road – ongoing. - LA13/18 – Neighbourhood Plan/Community Infrastructure Levy – ongoing. - n/a – s106 monies allocation – Cllrs Dillistone, Lloyd and Wallace to work on a document detailing criteria for allocation. Ongoing. * - LA14/21 – Cracked/missing roof tiles on the changing room roof. Contractor was recommended (LA14/75) and approved (FC14/155). Ongoing. - LA14/34 – RoSPA reports for all play equipment and areas. (Currently with Andy for updating – to follow). - LA14/39 – Possible addition of signage to the village hall entrance gates to detail parking in the area. Wording was recommended (LA14/71) and approved (FC14/153). Ongoing.	* n/a – s106 monies allocation. Cllr Wallace stated the Parish Council needed to move forward and establish what was being proposed by the Borough Council in terms of s106/Community Infrastructure Levy funding. He agreed to liaise with them. Cllr Doggrell asked if there was a wish list for facilities but Cllr Wallace stated no, adding that he along with Cllrs Dillistone and Lloyd would work on the criteria once further information had been received from the Borough Council.	Cllr Wallace to take forward.	N/A.
LA14/70	To receive and adopt the following Risk Assessments and to resolve what, if any, remedial works should be taken forward and who to appoint to undertake regular inspections as required and to make a recommendation to Full Council	Cllr Lloyd had made a number of amendments ahead of the		Financial Regulations.

	as necessary.	meeting and read them to all present. Resolved that the risk assessments be amended in accordance with Cllr Lloyd's proposals and make recommendation to Full Council. It was noted of the two high risk items, the Clerk had forwarded to all members a RoSPA communication confirming the signage was adequate. She also confirmed an electrician was due to re-inspect the electrical findings in the changing rooms. Cllr Quirk who was observing the meeting, added a Periodic Inspection Report was in place and still valid. Resolved to reduce the changing room high risk assessment to medium and revisit once the electrician had forwarded his findings. Proposed: - Cllr Groves. Seconded: - Cllr Lloyd. Resolved by all present.		
LA14/71	To consider budget headings and proposed capital projects for 2015-16, ahead of determining the precept demand and to make recommendation to Full Council no later than January 2015.	Resolved to consider possible projects and bring suggestions forward to the next meeting. Proposed: - Cllr Bennett. Seconded: - Cllr Groves. Resolved by all present.	Clerk to keep on file.	Local Government Finance Act 1992, s41. Financial Regulations.
LA14/72	To receive a report from Cllr Dillistone with regard to hosting a village New Year event and to make a recommendation to Full Council as necessary.	Cllr Dillistone was unable to attend and so Cllr Groves gave a proposal that the Parish Council consider hosting a social event in the New Year.	Clerk to keep on file.	Local Government Act 1972, s145.

		Resolved to consider possible suggestions and bring them forward to the next meeting. Proposed: - Cllr Bennett. Seconded: - Cllr Groves. Resolved by all present.		
LA14/73	To resolve that under the terms of the Public Bodies (Admissions to Meetings) Act 1960 s1(2) and Local Government Act 1972 s100 any members of the public or press present please leave, in order that the following item(s) may be discussed.			Public Bodies (Admissions to Meetings) Act 1960, s1(2) and Local Government Act 1972, s100.
LA14/74	To resolve to appoint a contractor to undertake remedial works to an overgrown ditch at the recreation ground and to make a recommendation to Full Council as necessary.	Resolved to accept the quotation from Richard Gates and make recommendation to Full Council. Proposed: - Cllr Groves. Seconded: - Cllr Wallace. Resolved by all present.	Clerk to take forward.	Open Spaces Act 1906, s10.
LA14/75	To resolve to appoint a contractor to undertake remedial works to the drain/gully at the Memorial Hall car park entrance and to make a recommendation to Full Council as necessary.	Resolved to accept the quotation from CUT services and make recommendation to Full Council. Proposed: - Cllr Wallace. Seconded: - Cllr Chalmers. Resolved by all present.	Clerk to take forward.	Local Government Act 1894, s8.
LA14/76	To resolve to appoint a contractor to undertake remedial works to the paddock hedgerow and to make a recommendation to Full Council as necessary.	Resolved to accept the quotation from A R Worboys Ltd and make recommendation to Full Council. Proposed: - Cllr Lloyd. Seconded: - Cllr Groves. Resolved by all present.	Clerk to take forward.	Small Holdings and Allotments Act 1908, s34.

Meeting closed at 8.35pm.

Chairman.....

Date.....