

BURES JOINT SPORTSGROUND COMMITTEE

Mrs Jenny Wright
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Notice of Sportsground Committee Meeting

The Press & Public are welcome to attend

Dear Member

You are hereby summoned to attend a meeting of the Bures Sports Ground Committee on Thursday 11th November 2021 at the Garrad Room, Bures Community Centre at 7.30pm.

AGENDA

1. **Apologies for absence** – to note specific reason if absent from meeting
2. **Register of Interests and Dispensation Requests**
To receive any 'Pecuniary' and 'Non-pecuniary' interests and Dispensation requests
3. **Public Forum**
15 minutes maximum public participation. 3 minutes for individual contributions unless agreed by the Chair. The public are invited to give views and question the Committee on issues on this agenda, or raise issues for consideration of inclusion at future meetings.
4. **Minutes**
Minutes of the meeting of 9th September 2021 to be confirmed and signed as a correct record (previously circulated).
5. **Matters relating to visitor increase to area**
 - a) To report on any ASB issues
 - b) To report on waste monitoring and grant application for waste bins
 - c) To report on CCTV monitoring and follow up
 - d) To accept Sportsground Committee CCTV Protocol
 - e) To report on AONB Ranger and funding for Warden patrol
 - f) To report on portaloos hire
 - g) Refreshment sales update
 - h) Follow up on name plaque for new bench

6. Matters arising which do not appear elsewhere on the agenda

a) Football Club matters

- i) Temporary football pitch near courts
- ii) Storage of goal posts
- iii) To note electric fencing of pitch

b) Cricket Club matters

- i) Infill of old concrete area
- ii) Concerns raised on event parking

c) Tennis Club matters

- i) Pickleball issues with court surfacing
- ii) Noticeboard upgrade
- ii) Guidance notice for courts

d) To report on progress of CIL application for replacement Climber/trampoline

e) Paddleboarding review at recreation ground

f) Gravel grids for new gate area

g) Relocation of beacon

h) Refurbishment of old roundabout

i) To report on transfer of recycling credits

7. Pikes Marsh playarea

a) To report on volunteer tidy of the playarea

b) To report on site meeting with contractor

8. Correspondence

9. Events

a) 2021-22 event dates circulated and noted. All booking hire forms and insurance details held on file.

10. Draft Budget

To approve presented 3 year draft budget 2022/23 - 25

11. Finance

a) Finance & Budget Monitoring Report – circulated

b) To note bank reconciliation report and verifying bank statements – circulated - to be signed by Chairman and non-signatory member

c) To note Clerk/RFO role advertised and closing date for interests extended to 1st October – to discuss interests put forward and interview follow up

12. Audit matters

a) To note External Auditors approval of 2020/21 Accounting Statements received with no matters arising

b) To agree an External Audit Review for 2021-22 to be undertaken

c) To report on Internal Audit Review meeting held on 4th October 2021 – Cllr Pentney and Cllr Monk attended with Clerk and Internal Auditor

13. Sports Ground Inspections

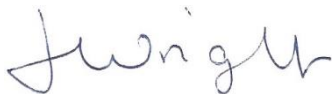
- a) Councillor's report – Cllr G Jackson
- b) To report on items raised from previous inspections – adult exercise cross trainer equipment repair, groundsman shed rear board repair, youth shelter graffiti, repair of slats on climber, bench re-varnishing, gravel grids for playhouse, Pikes Marsh gate not shutting correctly

14. To report on Contract works:

- a) To report on works completed: grass cutting, grounds maintenance
- b) Operational Inspection reports - circulated
- c) To note R Chambers updated insurance certificate received and held on file

15. Brief information & exchange for next agenda items

- 16. Date of next meeting:** Thursday 13th January 2022 – to be held at Bures Community Centre, Nayland Road at 7.30pm
Future dates booked 2022: 10th March, 12th May, 14th July, 15th September



Mrs Jenny Wright
Clerk to Bures Sports Ground Committee
3rd November 2021