

BURES JOINT SPORTSGROUND COMMITTEE

Gareth Hood
Clerk to Sports Ground Committee
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Bures
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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 13th January 2022 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 11th November 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 CCTV monitoring and follow up
 - c) To confirm approval of Child Protection Policy
 - d) To report on funding application for a Youth Worker
 - e) To invite expressions of interest in tendering for the provision of Refreshments for 2022 and review portaloo hire
 - f) To report on dog waste bin grant application

- 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
 - 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
 - iii) Guidance notice for courts
 - d) To report on progress of CIF application for replacement Climber/trampoline
 - e) Grass grids for new gate area and around adult play equipment
 - f) Refurbishment of old roundabout
 - g) To report on transfer of recycling credits
 - h) To agree a location for a Jubilee tree
 - i) Millennium footbridge railings clean
- 7. Pikes Marsh playarea**
 - a) To report on follow up on matters raised at site meeting with contractor
 - i) Play area fence annual clean ii) Cutting of open space iii) Shrub area
- 8. Correspondence**
- 9. Events**
 - a) 2021-22 event dates circulated. All booking hire forms and insurance details held on file.
 - b) To confirm dates for BMF 2022 – Friday 1st July to Monday 11th – delivery and erection of fencing, erection of marquee, festival, dismantling of site
- 10. 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 agree G Hood's contract for approval at the next BSMPC meeting
 - d) To confirm agreement to continue with an Annual Review for 2021/22 by PKF
- 11. Sports Ground Inspections**
 - a) Councillor's report – Cllr Monk
 - 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, rubber matting for playhouse, Pikes Marsh gate not shutting correctly, coronation shelter painting, Morphus repairs, boundary hedge flail
 - c) To report on Annual play inspection by The Play Inspection Company
- 12. To report on Contract works:**
 - a) To report on works completed: grass cutting, grounds maintenance
 - b) Operational Inspection reports - circulated
- 13. Brief information & exchange for next agenda items**
- 13. Date of next meeting:** Thursday 10th March 2022 – to be held at Bures Community Centre, Nayland Road at 7.30pm
Future dates booked 2022: 12th May, 14th July, 15th September

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Jenny Wright, Clerk to Bures Sports Ground Committee, 4th January 2022