

BURES JOINT SPORTSGROUND COMMITTEE

Mrs Jenny Wright
Clerk to Sports Ground Committee
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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 8th July 2021 at the Garrad Room, Bures Community Centre at 7.30pm.

AGENDA

1. **Appointment of Chair**
2. **Appointment of Vice-chair**
3. **Apologies for absence** – to note specific reason if absent from meeting
4. **Register of Interests and Dispensation Requests**
To receive any 'Pecuniary' and 'Non-pecuniary' interests and Dispensation requests
5. **Public Forum**
15 minutes maximum public participation. 3 minutes for individual contributions unless agreed by the Chairman. 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.
6. **Minutes**
Minutes of the meeting of 6th May 2021 to be confirmed and signed as a correct record (previously circulated).
7. **Visitor issues**
 - a) To report on Suffolk and Essex Police virtual meet and discuss follow up items
 - b) To report on waste issues, damages, reported ASB, schools newsletter
 - c) To discuss CCTV coverage and offer of Police CCTV
 - d) To report on Joint EA and Police Countryside Code event
8. **Refreshment sales update**
 - a) Confirmation of changes to refreshment sales
 - b) To report on portaloos facility and trade waste bin issues
 - c) Icecream sales issues
 - d) To report on removal of paper banks
 - e) To report on improvements to area

- 9. Fenced play area**
 - a) Extra gate
 - b) Seating for outside of area
 - c) Waste bin/signage
 - d) Relocation of oak post plus 2 plaques
 - e) Relocation of Beacon

- 10. Matters arising which do not appear elsewhere on the agenda**
 - a) Cricket club net areas
 - b) Tennis court use/noticeboard/damaged net
 - c) Replacement of A – B Climber
 - d) Noah’s Ark advertising banner
 - e) Social distancing signs
 - f) Update on paddleboarding and open water swimming
 - g) Refurbishment of old roundabout
 - h) Clarification of landing stage ownership

- 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 – 1st August

- 12. Audit matters**
 - a) To note waiting on External Auditors approval of 2020/21 Accounting Statements
 - b) To note Internal Audit Review meeting to be held in October
– Cllrs Pentney and Shackell to attend with Clerk and Internal Auditor

- 13. Correspondence**

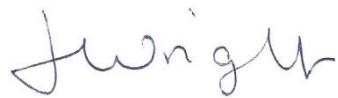
- 14. Events**
 - a) 2021-22 event dates circulated and noted.
 - b) Noah’s Ark 50th celebrations – cancelled
 - c) Macmillan Mighty Hike events – 2021 31st July and 2022 30th July

- 15. Sports Ground Inspections**
 - a) Councillor’s report – Cllr Saer
 - b) To report on items raised from previous inspections – carpark posts repaired, unstable bench repaired, playhouse weeds cleared, bolts replaced, loose fence posts made good, morphus climbing wall damages repaired, emergency location notice installed, new Adult gym equipment sign fixed, rust on slide treated, coronation shelter wood repaired, waste bin repaired

- 16. To report on Contract works:**
 - a) To report on works completed: grass cutting, grounds maintenance
 - b) Operational Inspection reports - circulated

17. Brief information & exchange for next agenda items

- 18. Date of next meeting:** Thursday 9th September 2021 – to be held at the Garrad Room, Bures Community Centre, Nayland Road at 7.30pm
Future dates booked 2021: 9th September, 11th November
Future dates booked 2022: 13th January, 10th March, 12th May, 14th July, 15th September



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1st July 2021