

Minutes of Meeting
Burton-in-Lonsdale Parish Council
Recreation Field Committee
Held at 7.30pm Thursday 29th May 2025 in the Pavilion, Burton in Lonsdale

Committee Members Present: Ian Parker (Chair) Cllr Billie Hornyold-Strickland,
Cllr Nettleship, Martin Foley

In attendance: 2 members of the public and the Clerk

Apologies

50/2024 Cllr Ian Wardle – reason for absence was accepted

51/2024 **Code of Conduct and Declaration of Interests**

a) To note declarations of interest not already declared under member's code of conduct or members register of disclosable pecuniary interest or a matter in which the member has another interest.

b) to approve dispensation request if dispensation request is received

No interests were declared

52/2024 **Public Statements and Questions**

None

53/2024 **Minutes (to note only)**

Recreation Field Committee Meeting 6th February 2025

The Minutes had previously been approved and were noted

54/2024 **Sports Field and Pavilion**

- review of bookings and payments – summary at Appendix 1
- Review of key code changes and frequency of updating –Key box codes to be changed every six months.
- To receive an update re the flooding onto the field and the building of a barrier on the land to divert the water - the barrier is now in place and spoil from works to the car park to be used to build it up further. Regular checks to be continued at Jingling Gill
- To consider whether football posts should be provided for general use – Ian Parker to source goal posts to be sited away from the football pitch

55/2024 **Review of use of field**

- Update on the use of the pavilion and field by Dynamos, Craven Wanderers and to discuss renegotiation of terms of use and prices for the Dynamos and Craven Wanderers for the next football season – discussions with the Dynamos are ongoing. A contract has been prepared but not yet agreed. Craven Wanderers contract not yet drafted.
- Provision of Storage – kit, goals. Dynamos to be asked to move their goals away from the Pavilion area
- Marking of pitch and weekly assessment of pitch – John Paul Davy to continue marking the pitch, and moving the pitch to be considered.
- To receive an update on getting a grant to improve the condition of the field – the grant has been approved and the first year's amount of £2666 has been received.

56/2024 **Maintenance & Projects** timetables / approvals in principle / funding

1. To review all maintenance items required to be carried out (on a 6 monthly and annual basis) around the Rec Field / Play Park/ MUGA etc. The Clerk produced a list of regular checks which need to be carried out – list at Appendix 2

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2. Multi Use Games Area (MUGA) - To receive an update on getting the MUGA up and running – use of the MUGA is increasing and payment for bookings has been received.
3. User Guide - The creation of a user guide/manual for the operation of the CCTV, water, heating of the water, legionnaires testing, electrics, lighting etc – the Chair of the Recreation Committee is working on the guide

57/2024 Flooding at Pavilion

To receive an update on the burst pipe and subsequent flood at the Pavilion, and progress of drying out and repairs – the Pavilion is now fully dried out and a quote has been received for the remedial work which has been sent to the insurers for approval.

58/2024 Date & time of forthcoming meetings

- Full Council Meeting: 7.30pm, Thursday 19th June 2025
- Full Council Meeting: 7.30pm, Thursday 17th July 2025
- Recreation Committee meeting: 7.30pm, Thursday 24th July 2025

The Meeting ended at 21:05

Signed

Dated

Appendix 1

	<u>2024/2025</u>	<u>2023/2024</u>
<u>INCOME</u>	<u>year</u>	<u>year</u>
Pavilion	1,562.00	1,890.00
Bridge Club	1,200.00	1,400.00
Bowling Club		232.16
Terriers	120.00	250.00
Dynamos	1,200.00	
Craven wanderers	500.00	
MUGA hire	86.26	
Hire total	<u>4,668.26</u>	<u>3,772.16</u>
Scottish Power - solar panels	106.03	196.03
Ofgem - heat exchanger	218.88	251.10
	<u>324.91</u>	<u>447.13</u>
MUGA Grants etc	<u>39,959.14</u>	<u>5,991.36</u>

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Appendix 2

<u>Item</u>	<u>Frequency</u>	<u>Person responsible</u>	<u>Notes</u>
<u>PAVILION</u>	-		
Testing of the Fire Alarms	Monthly	Ian Parker	
Testing of the defibrillator	Weekly	First responders?	
Defibrillator - Liaise with the Circuit	Every 6 months	First responders	
Taking meter readings and submitting them to Parish Clerk	Monthly	Clerk	
Painting to the inside of the pavilion -	As required	To be agreed by PC	Workforce?
Clearing out of the gutters	Every 6 months	Bill	
Cleaning down of all the metal railings	Annually		Workforce?
<u>OVERALL</u>			
Inspection of the play equipment, outdoor gym equipment, MUGA, production of report	Monthly	Martin / JP	
Liaising with the Play Inspection Co re Annual Inspection	Annually	Clerk	
Carrying out all the maintenance items on Report	Annually		
Attending to minor day to day maintenance issues	As required		
Liaising with contractors attending the rec field	As required	Clerk	
All required work in relation to Legionella	As required	Ian P	
Obtaining quotes for required works	As required	Clerk	
Obtaining quotes and placing orders for items of maintenance work	As required	Clerk	
Cutting the grass edgings to all the paved footpaths	Twice a year	Bill Hartley?	
SE corner of Rec Field - Cleaning out of the sump	Every 6 months		
MUGA Sweeping of the court to remove sludge, dirt	As required	Ian P to organise	
MUGA Removal of weeds from the inside of the MUGA	As required		
Stream at MUGA Clearance of all debris from the stream where it flows into the culvert	As needed		
Overall Maintenance and painting of all seats, benches	As required		Workforce?
Cleaning down of all of the play and outdoor gym equipment	Every 6 months		Workforce?
<u>PLAY PARK</u>			
Painting of the timber play equipment items	Annually		Workforce?
<u>CAR PARK</u>			
Sweeping of leaves / debris from the car park, rake gravel	Every 6 months		
Removal of weeds from the car park	As required	Bill Hartley	
<u>GENERAL</u>			
Obtaining materials from local suppliers	As required	Clerk	
Attending site re delivery of items	As required	Clerk	