

**Minutes of the Parks and Playing Fields Committee Meeting held virtually via  
Zoom on Thursday, 28<sup>th</sup> May 2020 at 10.00am.**

**Present:** Cllr I Crawford (Vice Chairman) From Min no: 2005/28  
Cllr J Bell, F Biederman, J Cann, I Capon and C McCormack-Hole.  
Also present: Mrs K Graddock – Deputy Executive Officer (DEO), Cllr A Rennles and Cllr S Kingdom.

The Chairman and Vice Chairman of the Committee were not present; therefore it was **resolved**, with no votes to the contrary that Cllr Biederman be elected as Chairman for the meeting.

2005/24      **Apologies**  
Apologies were recorded from Cllr S Adams and Cllr I Crawford.

2005/25      **Declarations of Interest**  
None received.

2005/26      **Public Participation**  
No members of the public were present.

2005/27      **Minutes**  
It was **resolved**, with no votes to the contrary, That the Minutes including Appendices of the meeting held on Friday, 1<sup>st</sup> May 2020 be approved as a correct record and that the Minutes are signed in due course.

\*\*\* Cllr Crawford entered at 10.05am and took the position of Chairman for the remainder of the meeting. \*\*\*

2005/28      **Fremington Football Club/Beechfield Centre**

**a) To consider storage option for Fremington Football Club**

Members were circulated a report, prior to the meeting. It was noted that this matter needed to be addressed as there is currently no storage for the football clubs' belongings resulting in the Council unable to let the changing rooms out to other hirers. The Football Club is requesting use of the area immediately in front of the changing room doors and was seeking permission to site a structure approximately 8m x 3m made from either wood or metal with a potential serving hatch as storage unit. Cllr Cann raised a concern over using wood due to the appearance at a later date. Cllr Bell raised questions over how they would be able to facilitate electric and water.

Members were reported that the Architect who designed The Beechfield Centre had offered to complete the Planning Application free of charge to help and support the Football Club.

Members were further reported that a licence would need to be drawn for the Club to protect the Council from any future liabilities, therefore it was

It was **resolved**, with no votes to the contrary

1. that the DEO is authorised to work with the Architect to submit a planning application on behalf of Fremington Football Club to site a storage unit (8m x 3m) at the side of The Beechfield Centre (immediately in front of the changing rooms).
2. that the DEO is authorised to work with the legal services team at North Devon Council to compile a works licence and that she and the Chairman are authorised to agree the terms of a licence for the Football Club to site and maintain the storage unit.
1. that the Football Club are required to erect appropriate screening around the storage unit from the sight of Home Farm Road.

**b) To receive and consider update report on the provision of dugouts/lighting at Beechfield**

Members were circulated a report, prior to the meeting. This detailed that the Fremington Football Club were granted permission in 2019 to site two lockable and secure dugouts on the Beechfield, however, they were now in a position to start works, but were likely to need planning permission for these structures and on advice from the Council's legal representative, a works licence would also need to be undertaken before any works take place. Members also noted that the lights for the car park were almost ready for installation and the DEO was awaiting clarification from the Architect on whether permission would need to be sought. **resolved**, with no votes to the contrary

1. That the DEO is authorised to submit a Planning Application for the provision of two dugouts and lighting columns (if needed) at Beechfield.
2. That the DEO is authorised to work with the legal services team at North Devon Council and that she and the Chairman are authorised to agree the terms of a licence for the Football Club to site and maintain the dugouts.

2005/29 **Allotment Eviction and Appeals Panel**

It was **resolved**, with no votes to the contrary, That Cllrs J Bell, J Cann and I Capon be elected as the Appeals Panel until the Annual Parish Council Meeting in 2021.

2005/30 **Tree Surveys**

Members were circulated information regarding tree surveys that needed undertaking in the following locations:

- Griggs Field
- Maple Grove
- Muddlebridge Allotments
- Village Green

Members were reported that it was cost effective to have all tree surveys completed at the same time, therefore considered three quotations from

Quote 1: £720.00 no VAT

Quote 2: £1195.00 + VAT

Quote 3: £830.00 + VAT

It was **resolved**, with no votes to the contrary, That Coastal Tree Consultancy be appointed to complete tree surveys at Griggs Field, Village Green, Muddlebridge Allotments and Maple Grove at a cost of £720.00.

2005/31

### **Play Areas/Equipment Babbages - Multiplay**

Members were reported that the Executive Officer completed Play Area/Equipment inspections of the areas that were unable to be secure on 13<sup>th</sup> May and found some urgent repairs that need addressing. The boards on the multiplay unit at Babbages were dangerous and there were big gaps in the tiles underneath which could now be a trip hazard. Currently, the play equipment is off limits and should not be used, as in line with government guidance, however, as it is not secured the Council has a duty to ensure it is safe if it was used.

Members were informed that the Council's overall budget for the 9 parishes play area/equipment repairs was £4000 and £1500 for new equipment, however, an approximate quotation of £1750 + VAT was obtained to complete a temporary repair on the 6 platform boards and fill gaps in the tiles with rubber crumb. Some members felt that a more long-term solution needed to be investigated rather than a temporary repair.

Another option considered was to place Heras fencing around the equipment for a one off charge of £75.00 and a weekly hire charge of £15.72 until a more long term solution could be found.

Cllr J Cann and C McCormack-Hole raised concerns over the play equipment being fenced off for a long period of time and informed members that very little funds had been spent at Bickington on play equipment in the past.

Cllr Biederman stated that he and the ward members for Bickington had found that there is Section 106 money available for a potential project and it was. It was **resolved**, with no votes to the contrary

1. That the DEO ensure the multiplay equipment is fenced off as soon as possible and a sign is erected to inform the public.
2. That the DEO investigate and obtain quotations for replacement equipment at the Babbages Play Area and report back to the next meeting in order to submit an Expressions of Interest Form for the S.106 monies.

\*\*\* Cllr Biederman declared an interest in the next item but remained in the meeting. \*\*\*

2005/32

### **Benches on the Village Green**

Members were circulated briefing notes prior to the meeting, which reported that the Executive Officer completed Play Area/Equipment inspections of the areas that were unable to be secure on 13<sup>th</sup> May and  
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found that the benches on the Village Green are in need of repair/replacement and that there is currently no policy for benches to be sited in this location.

It was noted that the benches are memorial benches and the DEO was trying to locate family. Cllr Cann suggested using Social Media, however, Cllr Biederman mentioned that the community had previously carried out investigations but to no avail.

The community Group were previously looking at replacing benches in this location and it was suggested to contact them to enquire whether the group would still be interested in supporting a project. Members felt that the plaques needed to be relocated on the new benches and that they should be made from sustainably sourced material.

Cllr Crawford raised concerns regarding the liability of benches to the Council and felt that the requestor should be responsible for their upkeep. Cllr Cann replied that the Council holds Public Liability Insurance, whereas a person requesting the bench would not necessarily have this in place.

The DEO reported that the Village Green is within a Conservation Area, and that she had consulted with the Conservation Officer who has said both wood or benches metal would be acceptable but no plastic.

Members felt that a blanket bench policy should be adopted by the Council for all of its locations, therefore, it was **resolved**, with no votes to the contrary

1. that the DEO write to the Chairman of the Fremington Community Group to ask them whether they would be able to contribute financially to the project for replacement benches on the Village Green.
2. that the current benches are removed immediately, and any plaques are stored for safe keeping and that the plaques are reinstated on any new benches.
3. That the DEO compose a blanket Bench Policy to be submitted to the Full Council for adoption.

2005/33

**Part B – Exclusion of Press and Public**

It was **resolved**, with no votes to the contrary, That under Section 1 (2) of the Public Bodes Admission to Meetings Act 1960, the public and press be excluded from the meeting for the following items as they involve the likely disclosure of confidential information.

2005/34

**Fremington Football Club**

Members were reported that this matter had now been resolved and no further action was necessary.

There being no further business the meeting closed at 11.04am.

Signed: ..... Dated: .....

DRAFT