

**MODBURY ASSOCIATION OF RECREATION & SPORT  
MEETING MINUTES**

**Date:** 15<sup>th</sup> December 2015

**Present:** Peter Watts (Vice Chair)  
Roy Sims  
Paul Romney (Treasurer)  
Paul Eden  
Brian Nicholls

Nikki Mitchell (Secretary)  
Rodney Bomford  
Peter Gaches

**Apologies:** Colin Low, David Rickman, George Rosevear,  
Robin Berry, Andy Craig, Steve Saunders

AGENDA ITEM	COMMENT	ACTION	BY WHOM
<p>1. MATTERS ARISING FROM COMMITTEE MEETING OF 9<sup>TH</sup> SEPTEMBER 2015</p>	<p>Matters arising from meeting on 9<sup>th</sup> September 2015 were as follows:</p> <ul style="list-style-type: none"> <li>• SBEM Certificate still to be issued by provider.</li> <li>• Memorial for Jim – now work in progress. Need to approach groups for contributions once final costs known.</li> <li>•</li> <li>• Need for a “tool kit” on site instead of relying on equipment being loaned voluntarily List of equipment to be compiled and costed so we can consider and put forward a proposal.</li> <li>• Reduction in Field Maintenance i.e. cutting of hedges and banks as part of MPC commitment. Refer to minutes of 30<sup>th</sup> June 2015 – no formal response yet from MPC</li> <li>• Ad for a cleaner placed in January Messenger – awaiting outcome.</li> </ul>	<p><b>Apply for certificate</b></p> <p><b>Obtain final costs and approach user groups for donations</b></p> <p><b>Compile a list of items required to form the “tool kit” for the site together with costs. Distribute to rest of committee for consideration/ comment.</b></p> <p><b>Chase MPC for response and proposed course of action.</b></p> <p><b>Employ a cleaner for Pavilion</b></p>	<p><b>NJM</b></p> <p><b>NJM</b></p> <p><b>CL</b></p> <p><b>GR</b></p> <p><b>CL/PR/NJM</b></p>

<p>2. TREASURER'S REPORT</p>	<p><b>Business Rates</b> – Due to be reviewed Feb 16 so we need to be working with MPC and SHDC to make sure we obtain relief again next year. GR and PR in correspondence in this regard. PR believes SHDC will ask MARS to deal direct with SHDC on behalf of MPC</p> <p><b>Signatories on bank account</b> PR still experiencing difficulties with Lloyds. NJM re-signed mandate and GR still to complete.</p> <p><b>Cash on deposit</b> See financial statement for 8<sup>th</sup> September to 14<sup>th</sup> December. Balance is healthy, matter with SWW is resolved and overpayment refunded.</p> <p>£300 compensation received from Lloyds for errors in administration of bank account. PR suggested this be set to one side and made available for new users groups as a “start up fund” where an application can be made to purchase equipment etc. Everyone was in agreement with this – need to consider how it would be administered in practice.</p> <p><b>Expenditure</b> Fire alarms have been serviced, small repair undertaken to loft ladder and fertiliser for field has been purchased.</p> <p><b>Other</b> Fireworks event on Bonfire Night was successful but cost neutral. Modbury Fireworks Club have asked for a list of planned expenditure and they will consider what project(s) they might feel able to support financially.</p>	<p><b>Liaise with MPC re application for rate relief 2016</b></p> <p><b>Remove PP as signatory on bank account and add GR</b></p> <p><b>Create “start up fund” and publicise. To include method of administration and repayment terms if any</b></p> <p><b>Provide Modbury Fireworks Club with outline of planned projects inc costs</b></p>	<p><b>GR/PR</b></p> <p><b>PR/GR</b></p> <p><b>PR to lead</b></p> <p><b>PR/NJM</b></p>
<p>3. UPDATE FROM AFFILIATED CLUBS</p>	<p><b>Football</b> No representation from Football Clubs present at this meeting. Problem with a double booking of function room on a Saturday recently but PR confirmed the matter had been resolved.</p> <p><b>Table Tennis</b> (see chairman's thoughts 14.12.15 attached) New group established and being run by CL as a MARS run club. Being run for ages 16 to 60+ but clear demand for a junior section. CL requested key to be able to open and lock up – agreed to have a set cut and pass to CL asap.</p>	<p><b>Arrange key to be cut for CL</b></p>	<p><b>PW</b></p>

	<p>Storage of Table Tennis equipment is causing concern as lack of space. Committee agreed tables cannot be stored in plant room as it would restrict access to heating system, equipment etc. Replacing tables with narrower tables may be an option and should be explored. CL looking for funding sources. Enquiry from Plymouth community Healthcare may need us to look at additional storage such as second container in which case the storage of tennis tables may be resolved. Await outcome of meeting later this month. PR advised the cost of second container would be in region of £1,700 (10ft container) perhaps to be located to rear of Pavilion.</p> <p><b>Tennis Club</b> PE reported problems for the tennis club with moss growing in shaded areas of the courts where neighbouring trees have become overgrown and are impacting on the surfaces of the courts. They have taken advice from Ben Turner regarding pruning trees in question and Mark has expressed a desire to undertake work to clear some of the trees over the medium to longer term.</p> <p>MARS and Tennis Club need to adopt a joined up approach to address this issue as a matter of priority as it will be in everyone's interest. Is there any funding available that will allow us to contribute to the cost of work required? Agreed to formulate plan at next meeting on 13<sup>th</sup> Jan 16.</p>	<p><b>Revisit storage options once outcome of Plymouth Healthcare meeting known</b></p> <p><b>Investigate pruning of trees to lower corner of Rec Field to alleviate problems with moss growing on Tennis Courts</b></p>	<p><b>PR/CL</b></p> <p><b>PE/Mars committee</b></p>
4. 50:50 LOTTERY	Nothing to report.		
5. PITCH MAINTENANCE	<p><b>Community user groups</b> CL raised the issue of community user groups – not recognised as formally organised groups, not affiliated to MARS and not paying for hire of facilities. CL raised concerns that we might be failing to treat equitably. General consensus is that we cannot prevent general use of the outdoor facilities at the Rec Field as access is available to all and should remain the case. To guarantee use of the facilities for an organised activity, booking is required and this is clear to all. Casual users accept that where a booking has been made this will always have priority and the conclusion reached is that we can attempt to invite formal hire once more but it may have the adverse effect of discouraging use and we want to be seen to enable and encourage use.</p> <p>Agreed we need to monitor casual use to satisfy ourselves that this is not deterring others from using the facilities and not significantly increasing our maintenance</p>	<p><b>Monitor use of pitches and outdoor facilities by community groups and general maintenance costs. Report findings to committee for consideration if deemed necessary</b></p>	

	<p>costs over planned budget. Provision made within Parish precept for MARS to draw down funds if maintenance costs increase because of casual use. Must be similar issues in other parishes that provide community facilities.</p> <p><b>Drainage</b> Need to research pitch maintenance grants with Devon FA to increase the use of pitches during inclement weather. Now we have confirmation of Section 106 money set aside specifically to address drainage issues we have match funding available.</p> <p><b>Communication of future developments with neighbouring properties</b> PE said he had been speaking with Mark Pickard regarding recent extension to area behind football pitch as he was concerned how this might impact his property. Need to ensure we work with neighbouring properties in regard to any future developments on the Field.</p>	<p><b>Speak to Chris French at Devon FA for details of grants</b></p>	<p><b>PW/NJM</b></p>
<p>6. PAVILION &amp; CAR PARKS + GARDEN OF REMEMBRANCE</p>	<p>Keys – agree to change padlock on Marley building to combination lock</p> <p>Recommendation to have one key per lock stored over labelled hook in key locker. All agreed.</p> <p>Paint flaking in a couple of rooms and general maintenance needs to be carried out over the Christmas and into the new year including re-oiling of function room floor. Feel we can do this within our own resources and do not require outside contractors.</p> <p>Defibrillator has now been installed and is up and running.</p> <p>Memorial for JP – in addition to some recognition within the Garden of Remembrance it was felt that football was Jim’s life and a bench and tree somewhere near the football pitches remained appropriate. Perhaps commemoration/ unveiling can take place to coincide with a date that was important to JP?</p> <p>AV cables have now been run to face plate on the wall.</p> <p>Issue with second lot of floor boards in loft has been resolved.</p>	<p><b>Arrange replacement of Marley Building padlock</b></p> <p><b>Arrange for key locker to be updated as per recommendation</b></p> <p><b>Co-ordinate general maintenance</b></p> <p><b>Proceed with plans for memorial to JP. PW to speak to Stella re suitable date</b></p>	<p><b>CL</b></p> <p><b>PR/PW</b></p> <p><b>PW/BN</b></p> <p><b>PW/PR/CL/RS</b></p>

	<p>Still no plans to install Wi-Fi into the building as no demand as yet but this may change as new user groups come forward and we will keep the matter under review.</p> <p>Garden of Remembrance - £350 grant received from May Fair has allowed project to move forward. RS confirmed he had secured major discount on purchase of plants from a market garden provider in Kent as a result of association with British Legion which means funds available will go further.</p>		
7. HEALTH & SAFETY	<p>As part of the recommendations Nick Colton made to improve access and visibility following a meeting with MARS representatives, RS pointed out that it would be extremely helpful if Mark Pickard would consider severely cutting back his hedge to the roadside to help with pedestrian access to the Recreation Field from Dark Lane.</p>	<p><b>Include a request to pare back hedge when meeting held with Mark Pickard re pruning of trees.</b></p>	<p><b>PE/Mars rep</b></p>
9. MARKETING/ FUND RAISING	<p>Fields in Trust event to be held end of June/ early July such as a fun day/ battle of the bands still to be organised.</p> <p>Tesco Community Grant Fund available for a sum of £8-12k. Trim trail put forward under an expression of interest by NJM. Will await outcome re eligibility etc.</p> <p>Sport England – CL has identified a fund where up to 5K may be available and will investigate further.</p> <p>Big Green Space Challenge – PR confirmed this grant has been approved and that we will receive support to complete the picnic area and Garden of Remembrance (labour). May also have enough left to purchase a brush cutter for future maintenance. Grant is £5k.</p> <p>Section 106 Agreement for RA1 development. NJM has spoken to Rob Sekula at SHDC as recent communications would suggest a sum of £215k will be set aside for Open Space Sport &amp; Recreation. The projects identified all relate to MARS and are:</p> <ul style="list-style-type: none"> <li>• Drainage and changing facility improvements for junior and adult football pitches</li> <li>• An extension to the grounds to support additional junior football pitches</li> <li>• Creation of an artificial cricket wicket at QEII Ground</li> </ul>	<p><b>Start planning FIT event for next June/ July. To be discussed at next meeting.</b></p> <p><b>Specific meeting to review Vision Statement and formulate action plan to bring projects identified in S106 to fruition. Identify matched funding opportunities – set for Weds 27<sup>th</sup> Jan 16</b></p>	<p><b>ALL</b></p> <p><b>ALL</b></p>

	<p>First 25% of capital will be made available prior to first occupation and the remaining 75% will become payable on 90% occupation of dwellings.</p> <p>A Locally Equipped Area of Play (LEAP) is also to be provided on the new site. Size, location, type of equipment etc to be agreed with Parish Council. Committee agreed MARS should be invited to have input into this.</p>		
10. A.O.B	<p>Modbury Society have invited groups to dedicate a slate on Church Roof at £10 per slate. Agreed we would participate.</p> <p>Parish Council has asked MARS to take a leading role in the preparation of the Open Space Sport and Recreation Plan (OSSR) in conjunction with Neighbourhood Plan Group as this will form the basis for any future Section 106 Money that may arise from developments in the town. Those present agreed we should take a leading role.</p>	<p><b>Send cheque for £10 to Modbury PCC Roof Appeal by 11 January 16</b></p> <p><b>Advise MPC we would agree to take a leading role for preparation of OSSR Plan. Consider implications etc at our meeting on 27<sup>th</sup> Jan.</b></p>	<p><b>PR</b></p> <p><b>NJM</b></p>
11. NEXT MEETING	<p>First meeting Weds 13<sup>th</sup> Jan 16 to discuss short term development needs e.g. tree pruning, tennis court surface, Marley Building, pitch drainage etc.</p> <p>Second meeting Weds 27<sup>th</sup> Jan 16 to discuss long term plans for the Rec Field, how we go about making use of S106 money and maximising through match funding. Also set wheels in motion for OSSR Plan</p>		<p><b>ALL</b></p> <p><b>ALL</b></p>