

**Burwell Parish Council**

**Community, Leisure and Sport**

**Minutes of the Meeting on 19.10.2021 at 7.30 pm using Zoom**

Present: Michael Swift (Chair), Helen McMenemy-Smith, Jenny Moss, Jim Perry, Liz Swift, Geraldine Tate, and Paul Webb.

**CL&S/191021/01 Apologies for absences and declarations of interests and Election of Chair and Vice Chair**

There were no apologies for absence.

Liz Swift declared an interest in items relating to Burwell Action for Youth (BAFY)

Paul Webb declared an interest in items relating to BAFY and the Burwell Cycle Club.

Geraldine Tate proposed Michael Swift as Chairman, seconded by Helen McMenemy-Smith. Michael Swift was duly elected as Chairman.

Paul Webb proposed Geraldine Tate as Vice Chairman, seconded by Michael Swift.

Geraldine Tate was duly elected as Vice Chairman.

**CL&S/191021/02 Approval of the minutes of the 17.8.21**

Following the removal of the sentence 'there were no apologies for absence' the minutes were approved.

Proposed by Liz Swift and seconded by Helen McMenemy-Smith

**CL&S/191021/03 Action Sheet Updates**

There will be a Spring Close Working Day on 30<sup>th</sup> October 2021. Helen McMenemy-Smith to provide refreshments, Jenny Moss apologised that she will be unable to attend. It has been arranged for Carl Turner to assist with the Working Day and there will be a need to pay something towards his services and use of machinery for the day. There needs to be a date change for the next Management Group meeting. Jenny Moss will try and put something on Facebook to encourage others to come along and help. Helen McMenemy-Smith will ask members of the Litter Picking Group if they would like to help as well. Work will mainly include raking and cutting back and those attending should bring their own tools. The day starts at 10 am. Pauline's Swamp tabards will be required.

A site meeting has been held with Joshua Hopkins of Hopkins Homes to look at the area of land due to be transferred to the Council adjacent to Pauline's Swamp. Hopkins Homes to remark out the edge of the boundary of the land that they are selling to another developer. Michael Swift and Liz Swift to revisit the site to confirm that they have no issues with the boundary.

Burwell Action for Youth have gone back to holding sessions at the Day Centre and are due to be interviewing for a paid leader next week.

The information boards still need to be sorted for the Community Orchard. QR codes linked to the website could be used for tree identification.

Sports Centre meetings have recommenced and scheduled for a Tuesday. Arrangements are due to be made for Paul Webb and Michael Swift to go into the Sports Centre on a Monday.

The first meeting of the Climate Change Forum was held on 4<sup>th</sup> October 2021 with Jenny Moss being elected as Chair.

There have been no further meetings of the A to B1102 Group. Liz Swift is intending to invite Mayor Dr Nik Johnson along to a meeting.

Westhorpe Play Area was added to the Action Sheet list. Helen McMenamin-Smith has suggested that they need to open a bank account and that she had offered to try and get funding from other sources. Liz Swift explained that a meeting had already taken place with Kathryn Hyett and that the option of Burwell Community Forum holding their funds within their account was due to be discussed at the next Burwell Community Forum meeting. Both Michael Swift and Paul Webb explained that any grant funding applications will need to come from the Parish Council through the office.

Yvonne Rix explained that the area of land that the park is situated on is owned by East Cambs District Council and that the Parish Council has a license to use the area. ECDC is happy for trees to be planted on the areas of land around the play area.

#### **CL&S/191021/04 Proposed Community Garden and Pound Hill – Update**

Letters have been sent out to businesses around the village asking for donations and as a result, a £50 donation had been received from Mr Cricket. Helen McMenamin-Smith informed the group that she would be donating a bench. It is most likely that the area on Pound Hill will be created first. Funding opportunities need to be explored. Something could also be included in the precept. Jenny Moss to do an article in Clunch inviting members of the public to donate.

#### **CL&S/191021/05 Use of Margaret Field for Football/Scouts**

Michael Swift informed the Group that over the past 5 to 6 years regular meetings have been held with the Council and all the football groups. We are aware that there is a shortage of pitches, and that Margaret Field may need to be used both in the short and long term. The Chairman of the Swallows, Tony Cornwell, along with Denise Cornwell have regularly attended the meetings. Swallows were unsure at one stage if they would be able to use the pitches at the school this season but are now doing so. In the meantime, Paul Webb had discussed with the FA, what facilities are required to enable Margaret Field to be used. Having confirmed that a temporary toilet with handwash facilities is all that is needed, these could be organised at short notice if needed. Two managers of one of the Swallows Teams have put together a proposal suggesting a possible ground maintenance plan for Margaret Field. They have also contacted Mr Groundsman for a quotation for the proposed work to be carried out. Some of the work proposed has been suggested that it should be carried out before Christmas. These two managers have never attended a meeting with the Council. Michael Swift explained that some work may need carrying out before football is played at Margaret Field and this will be discussed later. The soil type at Margaret Field is very different and will require less maintenance than the Recreation Ground. Paul Webb informed the Group that the Football Association was keen to support Junior Football at the site and are also keen to meet with the Scouting Organisation to discuss funding etc for the proposed pavilion. The FA is also willing to look at artificial pitches at the Recreation Ground. The ground maintenance for Margaret Field could be looked at when the Ground Maintenance Contract at the beginning of next year. It was noted that it is not for individuals from football clubs to approach contractors regarding work on Parish Council owned property. Michael Swift pointed out that all correspondence requiring discussion by the Council should be sent to the Clerk and not individual Councillors.

Further discussion to take place once more details have been received from the Scouts regarding the proposed pavilion.

#### **CL&S/191021/06 Donations for consideration**

The following donations were agreed for recommendation to Full Council

- 1. Rowan £50.00 (Proposed by Liz Swift and seconded by Helen McMenamin-Smith)**
- 2. Burwell Community Radio £100.00 (Proposed by Paul Webb and seconded by Helen McMenamin-Smith)**
- 3. Burwell Action for Youth £500.00 (Proposed by Michael Swift and seconded by Geraldine Tate. The Group felt that it is unlikely that any other youth groups will apply for funding, that the use of the Day Centre is not cheap. Future years may see the group being able to use Gardiner Memorial Hall. There is little youth provision in the village other than BAFY. The group are looking to provide an employed Youth Worker).**

#### **CL&S/210220/07 Burwell Cycle Club Bike Shed/Cycling Hub**

Paul Webb and Michael Swift have met with Richard Olivey to discuss having the container at the Recreation Ground. This will be used to store specialist bikes. They have agreed to paint both theirs and the Football containers. The Club may look to hiring the pavilion to provide refreshments for some of their events. They are also considering providing a cycle repair facility. The Club currently has approx. 370 members with cycle rides generally attended by about 40 people.

***The Group recommends to Full Council that the Burwell Cycle Club are allowed to have a Container at the Recreation Ground next to the Football Clubs containers.***

#### **CL&S/191021/08 Any other business**

##### Chair Based Exercise Class

The Sports Centre is no longer running a Chair Based Exercise Class, but there still appears the need for one to be held in the village and the Parish Council has been asked if they would be prepared to run this. It was agreed that the Parish Council could arrange the use of Mandeville Hall if some one wished to take over running the classes, but the Parish Council due to the admin involved and safety measures that would need to be in place, is not able to run classes. It was also suggested that the Day Centre should be approached to see if they would be able to help.

##### Parish Council Representatives for external organisation

Council Representatives for outside organisations were discussed. The following individuals were suggested, with others outside of the Community, Leisure and Sport Group being given an opportunity to volunteer prior to Full Council voting on the representatives:

Day Centre – Hazel Williams, Joan Lonsdale, Liz Swift, Paul Webb, and Geraldine Tate

Wicken Fen – Paul Webb and Jenny Moss

Museum – Brenda Wilson

Burwell Allotment and Garden Society – Jenny Moss

Burwell Nursing and Stephenson Bequest Trust

A request has been received from the Burwell Nursing and Stephenson Bequest Trust asking the Council if they would be prepared for the Office to be used as a collection point for requests from village groups for donations. In the past the Nursing Trust has handed out small donations to elderly at Christmas time, but they wish to stop doing this, making donations to village groups instead.

The Group agreed that they had no problem with the Office being used.

#### Water refill station or fountain

A suggestion had been made by a resident that the old water pump near the Church should be utilised as a water refill point. It was agreed that this should be given some thought, possibly considering our own properties in the future. It was suggested that an ideal location would be near to where people buy bottled water such as the Co-op and Newsagents. Some concern was raised that a water filling station could be misused.

There is an 'app' that can be downloaded saying where water filling points are.

#### East Cambs Community Catalyst Project for older people across East Cambs

The above project was noted.

#### Carols around the Tree

Newmarket Town Band has been booked for 10<sup>th</sup> December at 6 pm. Helen

McMenamin-Smith asked if she could do a collection for MAGPAS. This was agreed.

Father Christmas should be in attendance. If weather is not suitable for the event to be held outside, then it will be held at Mandeville Hall. Remember torches will be required.

Christmas decorations to be put up at Mandeville Hall by the beginning of December.

***A recommendation to be made to Full Council for a Christmas Tree to be purchased to the same value as last year.***

#### Remembrance Sunday 14<sup>th</sup> November 2021

Yvonne Rix reported that she had attended a meeting with the East Cambs District Council Safety Advisory Group regarding requirements for the event. Liz Swift has agreed to be responsible for the event at the memorial should Yvonne Rix be unable to do so.

Bookings will need to be made by those wishing to attend the church service.

#### Any other matters

Helen McMenamin-Smith informed the group that she will be doing a talk about Pauline's Swamp and Spring Close to a local Sight Impairment Group.

#### CL&S/191021/09 Date of the next meeting – 7<sup>th</sup> December 2021

The meeting closed at 9.05 pm

Signed

Dated