

Meeting No. 227 held on Monday 12th April 2021 at 7.00pm. The meeting was held virtually using the 'zoom platform'.

Meeting started at 7.06pm

Present: Peter Brunning, Jill Carter, Richard Smith, Alan Cooke, David Pimblett, Charlotte Adams, Steven McDonnell, Richard Allum, Louise Patten & Genevieve Dalton.

Agenda

1. Apologies for absence: Den Tiplady
2. Minutes of previous meetings: 7th December 2020 & 01.02.2021 approved
3. Matters arising – other than being considered below -none
4. Treasurers Report - Genevieve circulated the report prior to the meeting

4.1. Finance Report – Genevieve discussed all the details of the 'Finance Report'. Genevieve also drew the committees attention to the insurance policy – and the section on risk management and claims :

"Any claims, circumstances or incidents which you know about or ought reasonably to have known about prior to the inception of the policy are excluded unless notified previously. You have an obligation to take reasonable steps to prevent accident or injury and to protect your property against loss or damage. You must keep any property insured under this policy in good condition and repair and you must also take reasonable steps to maintain back-up copies of data files or programmes".

The Insurance Policy renewal which was paid on time at the end of March

4.2 Balance & Payments: The committee approved the balance and all the payments – Proposer: Richard Allum Secoded: Louise Patten

ABINGTON RECREATION GROUND COMMITTEE: FINANCE REPORT – April 2021

BALANCES

	TOTAL	CURRENT (Treasurers a/c)	DEPOSIT (Instant a/c)
31.3.2021 per bank YEAR END	£11056.76	£ 1195.36	£ 9861.40
Balance after meeting	£11014.08	£ 1152.68	£ 9861.40

PAYMENTS

• Payments made with committee agreement since last meeting	
Insurance (March)	£ 715.86
Whoopsy Daisy x2 (SO)	£ 143.00
TOTAL	£ 858.86
• New payments	
Whoopsy Daisy monthly standing order April,	£ 71.50
MUGA Gate repair Dr R Smith	£ 42.68
TOTAL	£ 114.18
INCOME To note since February meeting 2020	
Interest February, March	£ 0.16

ABINGTON RECREATION GROUND COMMITTEE						
DRAFT RECEIPTS & PAYMENTS ACCOUNT 2020-21						
FOR THE YEAR ENDING 31ST MARCH 2021						
	Actual 2019-20	Budget 2020-21	Actual 2020-21	<i>var v 19-20</i>	<i>var v plan</i>	Variance Explanation
INCOME (excluding grants)						
Great Abington Parish Council	4,135.00	4,135.00	4135	0%	0%	
Little Abington Parish Council	2,756.00	2,756.00	2756	0%	0%	
VAT recovered	430.34	300.00	0			
Bank Interest	4.41	5.00	2.57	-42%	-49%	interest rate now 0.01%
Total Income	7,325.75	7,196.00	6,893.57	-6%		
EXPENDITURE						
Grass Cutting	1,315.00	1,250.00	1250.00	-5%	0%	
General Maintenance & Replacement	1,775.02	1,000.00	273.04	-85%	-73%	
Capital costs (equipment purchased)	468.00	500.00	0.00		-100%	
Dog & Rubbish Bin Clearing	929.50	948.00	858.00	-8%	-9%	
Tree Work	100.00	1,000.00	49.99	-50%	-95%	1 new tree
Inspection Reports	110.50	1,116.00	140.50	27%	-87%	tree inspection deferred
Insurance	696.29	746.00	715.68	3%	-4%	
Audit	150.00	158.00	150.00	0%	-5%	
Sundry (reimbursement for spares/expenses)	99.58	50.00	0.00	-100%	-100%	allocated to maintenance
Hall hire	72.00	72.00	12.00	-83%	-83%	one meeting only
VAT			699.95			to be claimed (less £6)
Projects (non S106) inc pump track		4,200.00	3532.00		-16%	plan included fencing and trees
Total Expenditure	5,715.89	11,040.00	7,681.16	34%	-30%	
NET INCOME						
	1,609.86	-3,844.00	-787.59	-149%	-80%	
Balance brought forward 31 March	10,579.39		11844.35	12%		
outstanding payments	0		0			
Income	7,325.75		6,893.57	-6%		
expenditure	6,060.79		7,681.16	27%		
CASH AT BANK	11,844.35		11,056.76	-7%		
BANK ACCOUNTS per statements						
Lloyds - Instant (deposit) Account 7416749	9,858.83		9861.4			
Lloyds - Treasurers (current) Account 0489694	1,985.52		1195.36			
TOTAL FUNDS	11,844.35		11056.76			
ALLOCATED RESERVES	2,700.00		2,700.00			equipment replacement programme
UNALLOCATED RESERVES	9,144.35		8,356.76			

4.3 Draft Accounts 2020-2021 – The committee formally approved the draft accounts - Proposer- Richard Allum Seconded: Louise Patten. . A VAT claim of £693.95 for the full year has been submitted this includes a £6.00 correction for a credit note received last year.

4.2 Internal audit – organisation - The committee asked Genevieve Dalton to formally approach Mike Gutteridge to complete the 'Internal Audit' on behalf of the ARGC

5 Pump Track Update Report: AC/PB

Peter Brunning informed the committee that Alan Cooke, Richard Smith, Guy Underwood – Headteacher (Great Abington Primary School) and himself were continuing to lead the ‘pump track’ application.

5.1 British Cycling – Places to Ride Grant application update – passed stage 1, applied for stage 2 and submitted planning application and development plan. The funding £25,000 grant plus £40,000 Section 106 allocated funding.

5.2 Section 106 Funding –PB confirmed that GAPC is now in receipt of the Section 106 funds but time will be needed to transfer the funds to the correct account. PB felt that there was plenty of time to do this as a contractor had not be found or agreed on. Quotes for the building of the ‘pump track’ are now to be sought and this is to be the next priority for the committee. 2 quotes have been submitted already. The current funding for the project is coming from two sources: £40,000 Section 106 and £25,000 British Cycling Grant. PB estimated that the cost of the project not including VAT is £63,000 plus a few extras which include the conditions of planning, landscaping, planting, drainage and provision of water. AC felt that some of the costs could be reduced if local contractors were employed to do some of work including the approach for the track. AC was going to look into this.

5.3 Planning Application – AC has been working on the planning application which has been submitted and recently approved with conditions. As part of the planning four conditions need to be met before the planning can go ahead. These solutions will need to be submitted together at a cost of £116.00 (if the solutions are submitted individually this will cost more). AC outlined the conditions to the committee.

1. Protecting the trees during the construction phase – The tree survey results need to be uploaded by an authorised person, it is hoped that Argenta will complete this as we have used this company previously.

2. Drainage – Cambridge Water have been contacted and this seems not be to big an issue

3. Planting guide – A planting guide has already been completed. Only 4 trees are to be removed and these will all be replaced, additional trees will also be planted plus hedging.

4. Landscaping – A plan needs to completed

AC felt that the solutions to these conditions could be found and then these could all be presented to the ‘planning authority’ within the next few months.

5.4 Cycle access to Pump Track – currently within the plans there is designated entrance and path from the children’s play area around the M.U.G.A to the pump track. The committee felt that linking up the route from the Pump Tack to the gate near to the church would help preserve the ground and provide two clear entrances to the track. In order to do this a new planning application may need to be made. Breedon self-binding gravel was discussed as a possible solution for creating a solid

surface or tarmac or the surface now in place at Wimpole for walkers and bikes. The committee felt like they would like to investigate this further.

5.5 National Cycle Week 31.05.2021 – AC proposed activity cycle Treasure Hunt as part of The Big Pedal for children at the Primary School.

Tony Orgee & Henry & John Batchelor have provided a great deal of support and guidance for the British Cycling bid and it was felt that a letter should be written thanking them for their support.

6 COVID -19 Actions Required

6.2 Update on re-opening Outdoor Gym & M.U.G.A – In accordance with government guidance the two areas were re-opened following an inspection of the equipment and areas on the 29.03.2021.

6.3 Signage for Safe Use of Outdoor Equipment –SCDC to be placed on the Notice Board.

7 Children's play area

7.2 General condition -

7.3 Inspection of Play Equipment by RoSPA due in April

7.4 Collation of weekly inspection checklists – The visual inspections have been completed as part of the bin rota duty teams duties. LP to be sent copies once completed – paper initially but this will then be completed on-line, once the system is in place.

7.5 Collation of Quarterly inspection reports & schedules – LP to create a schedule following the RoSPA Inspection report – two members of the committee must complete the inspection together and the report filed with LP.

8 Multi- sport area

8.2 General Condition – fair – reasonable steps have been taken to ensure that the area is safe to play on.

8.3 Damage to M.U.G.A gate – repair expenses – Richard Smith to send through invoice to cover costs of the repair to the gate following vandalism.

9 Outdoor gym

9.2 General condition - good

10 Ground Condition

10.2 General Condition- reasonable condition, the ground is still a little damp due to all the rain.

10.3 Management of damage caused by rabbits and moles – DRE to be contacted for advice and action - cost of up to £250.00 Proposer: LP Seconded: AC.

10.4 Update on Tree Survey - £394.92 – Proposer AC & RS June & July DP & RS to co-ordinate

10.5 Signage –to be discussed at the next meeting

11 Equipment

11.2 Zip Wire and Aerial Glider Quotes– S106 - £10,000 Funding-- CA organised a site visit by Komplan. The Kompan advisor stated that the committees proposed site for the zipwire was not suitable. A request was made to GAPC by LP to see whether it would be possible to install an aerial glider which is the same concept as a zipwire.

11.3 Boot brushes – It was agreed to purchase the 2meter boot scrapper for £350.00 including sockets, this was previously agreed last year. Location as close to the path as possible.

Proposer: C.A & AC

12. A.O.B

12. 1 Email correspondence from Sawston Lightning F.C requesting use of football pitch –following the receipt of the email Sawston Lightning decided to use an alternative venue.

12.2 Email correspondence from Disa Bennett – Use of Recreation Ground for Fitness Class. LP

Proposer –Seconded PB

12.3 Use of Recreation Ground by the Cricket Club. LP stated that GAPC would not support the use of the Recreation Ground as an additional Cricket Pitch. The rest of the committee still would like to discuss the idea. Add to the agenda for the next meeting.

12 Date of next meeting: Monday 7th June 2021 7pm.