

**MINUTES OF THE MEETING OF THE RECREATION GROUND COMMITTEE OF HAZELBURY BRYAN
PARISH COUNCIL HELD IN HAZELBURY BRYAN VILLAGE HALL ON MONDAY 7TH DECEMBER 2015 AT
8.00 PM**

Present: Cllr Alun Read (AR), Chairman, Emma Grayson (EG), Helen Fry (HF) and Cllr Steve Murcer (SM). Members of the public – 1.

Minutes: Clerk - Malcolm Wilson (MW)

1/15. Apologies for absence: Received from Jim Bettle (JB), Sandra Jeffrey (SJ) and John Grayson (JG)

2/15. Declarations of Interest: None declared

3/15. Minutes of the previous meeting: The minutes of the meeting held on 12th October 2015 were approved and signed by the Chairman

4/15. Matters arising: EG will let MW have copies of previous minutes; MW will liaise with HF over the transfer of funds; the gates at the play area need adjusting and more woodchip is needed – MW will follow up with JB Gardens; JB had reported that a new zip wire would cost about £5k, but this level of budget would only provide one small skate ramp – something larger would cost a minimum of £15k. AR will look at other zip wire quotes. Maintenance costs for regular tensioning of the wire should also be taken into account.

5/15. To confirm and agree the membership of the Committee: Members of the Committee were agreed and confirmed as Alun Read (Chairman), Jim Bettle, Emma Grayson, Helen Fry, John Grayson and Sandra Jeffrey, with the Chairman and Vice-Chairman of the parish council ex-officio members.

6/15. To note the terms of reference for the Committee: The revised Terms of Reference dated 8th October 2015 were agreed.

7/15. To consider progress on plans to develop the new community pavilion: AR and JB continue to delve into the background of the various quotes to analyse the total number of hours expected to see if the project needs to be registered under the Construction, Design and Management Regulations with the Health and Safety Executive. Current thinking is that a quantity surveyor might not be needed as contractors will have to deliver to a specification at a set price.

Speaking as a member of the public, Mr Mills explained that in his view the requirements of the CDMR apply even if the project does not need to be formally registered. The demolition of the existing wooden structure will also form part of the project hours. His view is that the parish council must be satisfied with all aspects of the development – planning, building control, health and safety etc before the work begins. CDMR looks at the whole life of the building, through design, build, use and even its eventual demolition.

AR noted that the current funds of approximately £49k would allow the shell of the building to be completed; this would then give the opportunity to apply for grant funding from the Football Association etc to complete the project and make the building usable.

SM made the point that as this is money raised by the community it is vital to ensure it is spent wisely. We must ensure that we get what we expect for the money spent; the end product must be completed in line with expectations, compliant with all legislative requirements and fit for purpose. He suggested it might be prudent for the parish council to appoint and pay for a specialist construction manager to oversee the process and provide the necessary assurances concerning project delivery. From his work background he knows of three possible companies – P H Warr, Align Building Services and Messrs Rund. It was agreed MW will make some initial enquiries

8/15. Any other matters relating to the Recreation Ground: The water meter to the allotments has become impossible to read, so the allotment society has not paid for water this year. AR will speak with the Society about the problem and how best to fix it – it may be an estimated bill will be necessary.

9/15. Date of next meeting: The next meeting will be held in the village hall at 8.00 pm on Monday 11th January 2016.

10/15. Close of meeting: With no further business to discuss the Chairman closed the meeting at 8.15 pm.

DRAFT