

**GASKELL RECREATION GROUND MUCH WENLOCK**  
Registered Charity no. 1116940

## **MANAGEMENT COMMITTEE**

Minutes of a meeting held at  
The Guildhall, Much Wenlock  
at 7 pm on Tuesday 19 February 2019

**Present:**

Cllr Kate Southan (Chairman) – Much Wenlock Town Council  
Cllr Graham Edgcumbe Venning - Much Wenlock Town Council  
Cllr Adam Davy – Much Wenlock Town Council  
Cllr Daniel Thomas – Much Wenlock Town Council  
Chris Bowden – Wenlock Estates  
Bill James - Much Wenlock Cricket Club

**In attendance:**

Trudi Barrett – Secretary

**1) Chairman's Welcome**

The Chairman welcomed everyone to the meeting.

**2) Apologies**

Apologies were received from Colin Wildblood – Much Wenlock Bowling Club and Mike Bainbridge – William Brookes School.

**These apologies were ACCEPTED.**

**3) Declarations of interest**

Chris Bowden declared an interest in agenda item 10, as he was related to one of the contractors who had submitted a quotation.

**4) Minutes**

- a. The minutes of a meeting held on 27 November 2018 were considered for approval. **It was PROPOSED, SECONDED and unanimously AGREED that the minutes be signed and ADOPTED as a true record.**
- b. Committee members **NOTED** the draft minutes of the charity AGM, held on 24 January 2019.

**5) Secretary's Report**

The Secretary reported that the planned tree survey on the Gaskell Ground had been undertaken and the report was awaited. It was noted that advice had previously been requested from the Shropshire Council tree officer on whether to pollard the lime trees in the avenue.

Other matters were covered under following agenda items.

**6) Treasurer's Report**

Committee members received the following financial report:

- The balance brought forward at 1 April 2018 was £15,100.54.
- Income received from 1 April to 31 January 2019 was £19,550 and expenditure from 1 April to 31 January 2019 was £16,696.25.
- The balance in the bank as at 31 January 2019 was £17,954.29.

**It was AGREED that the Treasurer's report be NOTED.**

**7) Terms of Reference**

Committee members **NOTED** the revised Terms of Reference for the Management Committee, as agreed at the charity AGM.

## 8) Drainage

- a. Committee members **NOTED** the following decisions of the Town Council taken at the meeting held on 10 January 2019:
  - i. Approval of the revised specification and quotation of £67,309.20 for drainage work on the Gaskell Recreation Ground, which included a 5% contingency and maintenance for three months.
  - ii. Agreement to award the contract for the project to DW Shotton Landscapes Ltd.
  - iii. Delegation of authority to the Management Committee to oversee and make decisions during the project.
- b. The contract for the drainage work not yet been officially placed although the Chair had been in discussion with the contractor. Concerns had been raised by Shropshire Council's surveyor about the installation of drains in the adjacent Shropshire Council owned land, by the former Youth Club. It had been planned to use this area as a storage compound for the drainage works but also to improve the ground by the installation of drains. It was noted that the area flooded into the children's play area and measures should be taken to prevent this. However, this could be achieved by modifying the drainage plans for the Gaskell Ground to avoid works on the Shropshire Council land.

Chris Bowden offered to draft an amendment to the drainage plans to avoid putting a drain into Shropshire Council's land. The Shropshire Council surveyor would then be advised of the amended plans to allow arrangements to be made for the use of the area as a storage compound.

Various issues were raised concerning the location and number of the pipes to be installed on the Gaskell Ground as well as the specification of the pipes and calculations for the outfall. Clarity was needed on the long pipe which would run along the school boundary. There was also concern that some of the existing pipes were blocked and would need to be cleared. Further information would be requested from Alan Lewis.

Members noted that there was a 3" depression between the cricket pitch and the school boundary which would continue to flood if not levelled. Top soil should be used for levelling, rather than clay spoil. A decision on this matter would be needed as the Cricket Club were content with the current levels. It was noted that the Cricket Club would like access to the ground until 3 September.

Members noted that a different maintenance regime would be introduced following the drainage work. The Cricket Club would still need to bring a large roller onto the cricket square and advice was required on how to do this without causing any damage to the drains.

## 9) Water Charges

Members considered water costs for the Gaskell Ground which were made up of three elements: water supply, usage and disposal. It was noted that the costs in 2018/19 were considerably higher than those in 2017/18. There had been a number of estimated bills and the charges needed to be clarified with Water Plus. Once there was a clear understanding of the charges a decision could be taken on the allocation of costs. A possible arrangement would be for the charity to pay for the water supply and disposal and the users, the Cricket Club and Bowling Club, to pay for their usage. The matter would be added to the agenda of the next meeting for further discussion.

## 10) Demolition of Toilet Block

- a. Members **NOTED** concerns raised in a recent survey of Linden Lodge and by the Town Council's Finance & Asset Management Committee with regard to the toilet block.

Having declared an interest in the following item, Chris Bowden left the meeting.

- b. Members reviewed the quotations to hand for the demolition of the toilet block. Members selected the preferred contractor and it was **PROPOSED, SECONDED and RESOLVED to make a recommendation to the Finance & Asset Management Committee that the preferred contractor be appointed.**  
It was noted that a notice of intent, rather than planning permission would be required for the demolition.

### 11) Leader Application

The application for Leader funding had been submitted to Shropshire Council in October. However, questions had now been raised about the level of funding requested, which was considerably higher than that stated in the original Expression of Interest. Members considered the various elements included in the bid and how it could be amended to make it more acceptable to the fund holders.

**It was PROPOSED, SECONDED and RESOLVED to remove the outdoor gym equipment from the bid, retaining the creation of new access through to William Brookes School and the path around the perimeter of the Ground.**

Members noted that the Town Council had allocated match funding of £30,000 to the project and that an application for Leader funding of around £55,000 might be more acceptable. Members considered quotations to hand and the preferred surface for the path. The Chair agreed to obtain a revised, separate quotation for the path and to submit a revised application. Members noted the tight timescale for this European funding.

### 12) Goal Posts

Members **NOTED** the report on the purchase of new goal posts.

It was agreed to defer consideration of this item to the next meeting as there was no representative from William Brookes School present.

### 13) Grounds Maintenance and Pitch Care

a. Members **NOTED** that the pitches had been overmarked and burned in during December. **It was PROPOSED, SECONDED and RESOLVED to approve further pitch marking in March at a cost of £130.**

b. Members **NOTED** that the current contract for grounds maintenance with Spacecare would end on 31<sup>st</sup> March 2019 and considered future arrangements for maintenance.

It was noted that maintenance requirements would change after the drainage work was completed and Alan Lewis would prepare a suitable maintenance manual. Three months' maintenance was included in the specification for the drainage work.

**It was PROPOSED, SECONDED and RESOLVED to roll on the current maintenance agreement with Spacecare until the end of August.**

Once the new maintenance plan had been prepared quotations for ongoing maintenance would be obtained.

### 14) Play Area and Equipment

a. It was **NOTED** that the order had been placed for a replacement basket swing.

b. It was **NOTED** that the wetpour beneath the basket swing was damaged and that this would need to be repaired before the new basket swing could be installed. **It was PROPOSED, SECONDED and AGREED to approve repair at a cost of £195 + VAT.**

c. It was **NOTED** that the two baby swings were damaged and members considered the replacement of both swings. The Secretary was asked to obtain prices for the replacement of chains as well as seats. It was noted that one of the chains on a flat swing had recently developed a fault and prices would be obtained for replacement.

### 15) Contract Specifications

Members considered the introduction of a procedure to allow the Management Committee to review and agree variations to existing specifications or contracts to deal with any omissions or corrections arising during the operational period. It was noted that there was a 5% contingency in the drainage contract but agreement would need to be reached on how this should be administered. A contract variation form might be used and Chris Bowden offered to provide a template. Consideration should also be given to how to deal with any costs arising over and above the contingency.

It was agreed to discuss the matter further at the next meeting.

### 16) Tree Planting – Samaranch Tree

Members considered a proposed location for the replacement commemorative Luscombe Oak (Samaranch Tree). The site proposed was not thought suitable and other locations were suggested, including the gap by the gateway on the school boundary. The Chair would contact the Tree Group for other options.

### 17) Dog Owners Group

Members considered a proposal to set up a dog owners' group. The intention would be to encourage responsible dog owners to keep in check those who did not keep their dogs under control.

It was noted that dogs were not allowed on sports pitches and that a large part of the Gaskell Recreation Ground consisted of sports pitches. Members were very concerned about the health risks arising from dog faeces, particularly for children and those engaged in sport on the Ground. A query was raised about the status of the former railway line in relation to the exercising of dogs.

**18) Next Meeting**

Members agreed the following dates for forthcoming meetings:

Tuesday, 19<sup>th</sup> March

Tuesday, 16<sup>th</sup> April

The meeting closed at 21.05

Signed .....  
Chairman

Date.....