

## **MANAGEMENT COMMITTEE**

Minutes of a meeting held at  
The Guildhall, Much Wenlock  
at 7 pm on Tuesday 16<sup>th</sup> April 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  
Colin Wildblood – Bowling Club  
Cllr Daniel Thomas – Much Wenlock Town Council  
Chris Bowden – Wenlock Estates  
Bill James – Much Wenlock Cricket Club  
Ian Dadswell – Wenlock Olympians and Athletics Club  
Mike Mowling – Wenlock Olympians

### **In attendance:**

Trudi Barrett – Secretary

### **1) Chairman's Welcome**

The Chairman welcomed everyone to the meeting.

### **2) Apologies**

Apologies were received from Mike Bainbridge, William Brookes School.  
**These apologies were ACCEPTED.**

### **3) Declarations of interest**

None.

### **4) Minutes**

The minutes of a meeting held on 19<sup>th</sup> March 2019 were considered for approval. **It was RESOLVED that the minutes be signed and ADOPTED as a true record.**

### **5) 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 March 2019 was £19,550 and expenditure from 1 April to 31 March 2019 was £18,854.95.
- The balance in the bank as at 31 March 2019 was £15,795.59.

Committee members noted that there had been a budget of £3,210 allocated for signage in 2018/19 and queried what signage had been anticipated. The Secretary agreed to check this.

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

### **6) Drainage**

It was noted that following the last meeting of the Management Committee, Kate Southan, Chris Bowden, Alan Lewis and Dan Shotten had met Keith Parry of Shropshire Council to look at the drainage plans on site. Heads of Terms for the use of the Shropshire Council land adjacent to the recreation ground had been prepared by Keith Parry and would be submitted to the Town Council's Finance & Asset Management Committee for approval.

It was reported that agreement had been reached with Keith Parry for the installation of two drains on the Shropshire Council land. A plan showing these drains would be required from Alan Lewis and it was noted that there would be a cost of up to £200 for preparation of the plan. It was **RESOLVED that the cost of preparing the additional drainage plan would be covered by the Gaskell Recreation Ground.**

It was noted that several items had been omitted from the original quotation for the drainage work and that it would be beneficial to include these. These were the installation of two or three plastic pipes to run the length of the field to allow water from the road to be brought to the facilities on site as well as to allow an electric cable pull through. This would provide enough water to allow around 30 people to use facilities on site. Water was currently supplied from a feed in point on the footpath.

Shropshire Council had suggested that grey water from the well on site could also be used to water the ground, flush toilets, etc. A licence would be required for this use as well as a decision on where to drop a pipe. The present hydrant point would be moved.

It was **RESOLVED in principle to install two water pipes plus an additional pipe for an electrical cable as part of the drainage project.**

Chris Bowden agreed to obtain firm details and costings from Alan Lewis for the next meeting.

The Cricket Club requested confirmation that a 'corridor' would be allowed for access for the heavy roller to travel to/from the storage shed to the cricket square without damage to the newly installed drains. It was noted that this requirement had been pointed out to Alan Lewis.

It was reported that the Shropshire Council vehicle, which emptied the bins on the ground, regularly drove across the grass to reach the bins. This practice could damage the new drains. It was agreed to discuss the management of vehicular access to the site at the next meeting.

It was also noted that there was a broken bin at the top end of the Linden Walk.

## **7) Contract Specifications**

Committee members noted the requirement to have a mechanism in place to address any changes to specifications for the drainage work as and when these arose during the project. It should be absolutely clear what was covered by the contract.

It was recommended that a standardized contract be drawn up for future use and Chris Bowden provided a link to a legally approved skeleton document on which an appropriate contract could be based.

It was agreed that committee members should look at suitable example contracts between meetings and prepare a recommended draft for the committee to consider at the next meeting.

## **8) Tree Survey of Gaskell Ground**

a. Committee members noted that the survey of trees on the Recreation Ground had been completed by Shropshire Council's arboricultural officer and considered the report dated February 2019.

b. Committee members noted the quotation for the recommended work submitted by the tree surgeon. The budget set for tree work for 2019/20 was insufficient to cover the cost of the work.

It was **RESOLVED to approve the quotation of £3,700 for the work to trees recommended in the report, using funds from the reserve balance.**

Separate arrangements would be made to remove the sweet chestnut arisings from site.

It was noted that permission to carry out the work would be required from Shropshire Council as the trees were covered by Tree Protection Orders. Work to the trees on the field should be addressed first.

The secretary was asked to obtain a quotation for the removal of the 'monkey tree'. Potential work to this and other trees would be considered at the next meeting.

The secretary would also check whether the balances had been allocated for a specific project and the recommended level of reserves.

## **9) Water Charges**

No progress had been made with analysis of the water charges.

**10) User Agreements**

Committee members noted the need to ensure that user agreements were fit for purpose. There was currently variation in charges to users, sometimes depending on their input into maintenance of the ground. The cost of similar facilities elsewhere could be significantly higher. It was noted that a contribution would be required from football teams in future.

**11) Demolition of Toilet Block**

It was noted that the demolition of the toilet block had been completed the previous week. During the course of the work, four outlets going underground had been found. Three were broken and silted up and these had been capped. The remaining outlet was in good condition and a pipe had been installed so that this could be accessed in future if required. The lead stop tap had been located and left with an access panel. The area had been cleared and seeded with grass.

**12) Leader Application**

There had been ongoing problems with the Leader funding application and delays at Shropshire Council. It now appeared that only 80% of funding could be received based on the cheapest quotation and the cheapest quotation had not been selected in the application. The Committee Chair would be meeting the Shropshire Council officer on 29<sup>th</sup> April to discuss the application and try to resolve the remaining problems. Should the application be approved, it was noted that the project would need to be carried out first and the funding reclaimed afterwards.

**13) Play Area and Equipment**

It was noted that the Town Council had agreed to fund the supply and installation of replacement flat and baby swings and chains. These had been installed the previous week along with the new basket and chains for the basket swing.

**14) New Plaque for Samaranch Tree**

An enquiry had been made of the Tree Forum regarding the wording of the proposed plaque and potential for sponsorship. An acknowledgement had been received and further details were awaited.

It was noted that one of the Wenlock Olympians, who had been present when the Samaranch tree was planted, might be able to obtain funding for the additional plaque. It was intended that the tree would be planted after the drainage work was completed.

**15) Next Meeting**

Members noted the next meeting would be held on Tuesday, 14<sup>th</sup> May at 6.00pm at The Guildhall.

**16) Statement from Much Wenlock Bowling Club**

Members noted a statement from Much Wenlock Bowling Club regarding the Wenlock Olympian Bowling Competition 2019, which would be held at Broseley Bowling Club, rather than Much Wenlock. This was due to issues associated with the lack of parking and the late finish of the bowling events.

Wenlock Olympians had not been able to run the bowling event for the last four years due to the above difficulties. The ideal solution would be to run the competition as a joint event between the Wenlock and Broseley clubs. Ian Dadswell, of Wenlock Olympians, agreed to discuss the arrangements with the Bowling Club.

It was noted that an arrangement might be reached with the school, with regard to access and parking. However, it should be borne in mind that the distance from the school car park to the bowling green was only 50m less than the distance from the bowling green to Station Road.

It was reported that the social side of the Olympian Games had changed since parking had been disallowed on the Ground and that it would be beneficial if parking could be allowed for just one day for the Games. This was noted as a matter for further discussion.

The meeting closed at 7.45pm

Signed .....

Chairman

Date.....