



Claypole Parish Council

Minutes of the meeting held on Wednesday 7th April 2021 at 7.00pm remotely via 'Teams' due to the coronavirus pandemic.

21/51	<p>Present Claire Simmonds (CS, Chair) John Freeman (JF, Vice Chair), Darryl Flinders (DF), Paddy Furey-from 8.30 (PF), Alice Maggs (AM) together with the clerk. County Councillor Maughan and District Councillor Wood and four members of the public were also in attendance.</p>	
21/52	<p>Welcome The Chair (CS) welcomed all to the meeting. The meeting had been advertised in the usual way and members of the public had been invited to contact the clerk for logging on details or they could access the meeting via the parish council web site.</p>	
21/53	<p>Apologies and Reasons for Absence Apologies and reasons for absence had been received and accepted prior to the meeting from Cllrs Jarman, Round and Sweet. Cllr Briggs was unable to access the link to the meeting and also sent his apologies.</p>	
21/54	<p>Declarations of Interest Cllr Simmonds declared an interest in all matters affecting the village hall as she also serves on that committee. Cllr Freeman declared a personal interest in the proposed housing development by Lindum (Platform Housing) as he lives adjacent to the land which this company is interested in.</p>	
21/55	<p>Notes of the last Parish Council Meeting The notes of the meeting held on 3rd March 2021 were accepted as a true and accurate record, proposed by JF, seconded by AM and accepted unanimously. These will be signed by the Chair at a later date in line with pandemic restrictions.</p>	
21/56	<p>Clerk's and Councillors' Reports The following decisions were taken:</p>	
21/56-1	<p>The clerk's written report was approved and is attached to these minutes. The following decision was made:</p>	
21/56-2	<p>Two operational inspections will take place in June and December with the Rospa inspection in August.</p>	
21/56-3	<p>A report entitled 'Helping to promote the swift population' had been circulated. The following decision was made:</p>	
21/56-4	<p>Four nest boxes at a total cost of £160 to be purchased and located at the village hall.</p>	
	<p>Other matters:</p>	
21/56-5	<p>Daffodils on the verges of Doddington Lane had been cut for personal use.</p>	
21/57	<p>Neighbourhood Plan A presentation by Andy Hey from the Steering Committee was made. A grant application of £10000 is to be made and this will be under the name of Claypole</p>	



	PC. The majority of it will be used for professional fees to develop the plan.	
21/58	To receive County Councillor and District Councillor Reports District Cllr Paul Wood-	
21/58-1	Reorganisation of the senior management team at SKDC continues expecting to save circa £600k. It is expected that the position of interim head of planning will be raised to a director level. County Cllr Alexander Maughan-	
21/58-2	TRO for Main Street/School Lane/Rectory Lane- three visits are planned to gather data before proposals are put to committee by end of May.	
21/58-3	Flooding on Tinsley Close- a draft executive summary has been produced, partner agencies need to be consulted on its content before any circulation of contents is made.	
21/58-4	Shire Lane- edges of road and pot holes have been reported as dangerous by resident	
21/58-5	State of Barnby Lane to Holme Lane is being investigated after resident's complaints.	
21/58-6	Wickliffe Park- is still un-adopted, Cllr Maughan will investigate why this is the case after 18 years.	
21/59	Claypole Community Park The following decisions were taken:	
21/59-1	JF's written report was circulated prior to the meeting and is attached to these minutes. The following decisions were made:	
21/59-2	To agree the recommendations in section 1: a. That the Parish Council does not proceed with the purchase of a prefabricated building at this time; b. That the Parish Council proceed with applications to relevant funding bodies to seek substantial funding for a permanent structure providing accessible changing rooms; c. The alternative temporary provision, and funding potential be explored further so that the parish Council can, at its May meeting, select a temporary hire provider.	
21/59-3	The report on the MUGA was AGREED. To confirm use by the school, as reported in section 3, at no charge but without precedent to future arrangements. A vote was taken 3 for the proposal, 2 against, proposal carried.	
21/59-4	To raise with the manager of Claypole FC the issues reported in section 4 and to seek a formal response.- AGREED.	
21/60	Village Hall	
21/60-1	The hall currently remains closed. Children's outdoor activities and adult fitness classes will resume after April 12 th in line with current government guidelines.	
21/60-2	Parts of the ceiling in the main hall have collapsed and will need work to be carried out before bookings can be accepted and events held.	
21/60-3	The raffle for the car park will be drawn when it can be done safely in public.	



21/61 21/61-1	Cemetery A letter had been received about the notice which had been placed on the cemetery gates stating 'No Dog Allowed'. There would appear to be some misunderstanding over this notice. This is not a new rule but is a long standing condition that was set when the cemetery and garden of remembrance was opened. The notice has been put up as people have been visiting with dogs but also letting them exercise and foul in this area.	Clerk
21/61-2	JF has arranged to meet Stephen Welch with PF regarding proposals to improve the old spoil area.	JF
21/62 21/62-1	Financial Matters There were no payments requiring authorisation. Receipts and Payments Account to 31 st March 2021 had been circulated.	
21/63 21/63-1 21/63-2 21/63-3 21/63-4 21/63-5	Planning Matters Applications S21/0421- change flat garage roof to hip roof and new doors, 138 Main Street- no objections. S21/0415- 16 affordable dwellings at land off Doddington Lane by Platform Housing- objections to this proposal had been passed to Anthony Northcote who had produced an extensive and thorough document. S21/0572- new two-storey store with living accommodation and parking at front- Claypole store- the council supports this application, however there is concern about the safety of providing two parking places for customers at the front of the shop. This will mean that vehicles driving into these places will be reversing onto the Main Street. S20/0658- dwelling rear of 17 Barnby Lane- appeal has been launched against the refusal decision. Results None received	Clerk
21/64 21/64-1	Highway and Footpath Matters Clerk advised that adjustments had been made by a resident to the gate on the footpath at Osterfen Lane and it appears to be satisfactory.	
21/65	Correspondence Provision of nest boxes on public buildings, litter pick Oct/Nov and planting snowdrops etc in areas see 21/56-3. Letter from resident about dogs being banned from the cemetery see 21/61-1. Old red phone boxes available to buy- Cllr Flinders had looked into this and it would appear that the costs to transport, renovate and locate a box would be excessive. It was AGREED not to pursue at the moment. E mail regarding state of Shire Lane- see 21/58-4 Update on recent dog thefts- these had been posted on FB page. 'Bump Up' your report for road safety- Lincolnshire Police- Cllr Maughan to send clerk more details.	
21/66	Chairperson's closing statement Cllr Simmonds thanked all for attending the meeting in this format. The next	



	<p>meeting is on May 5th and will be the annual meeting. To date government legislation to extend remote meetings after May 7th has not been extended. The clerk will advise in what form the next meeting will take place.</p> <p>The meeting closed at 9.20pm.</p> <p>Signed.....</p> <p>Chairperson</p> <p>Date.....</p>	
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Clerk's report –April 2021

1 Play areas – Ed Morton has attended the Leisure Park for maintenance issues, I have a query on his invoice so it has not been presented for payment yet. - *chased him up today*, I have asked him to attend the small childrens play area and attend to teh areas which JF had highlighted. This work has not been done yet. - *chased him up today*

Ongoing maintenance and inspections:

It was agreed at the last meeting the PC would have two operational inspections each year at £125 per visit complete with report and minor works carried out.

*June & Dec
rospa Aug.*

2 Zip wire at the community park- Jupiter has replaced and installed the damaged parts.

3 Footpath at leisure park- I have spoken with Freddie Allen and he has raked over the areas where the yellow MOT was showing with some of teh finer planings as a gesture of goodwill. John Padley is currently not taking on any further work as he is waiting for an operation.

4 Anglian Water- the correct meter for the park has been identified and the meter adjacent to this one will be disconnected- this can take a while apparently. I should receive an updated and correct invoice shortly.

5 Chancel Repair Liability Insurance- Aviva- Legal Indemnities on line (LION) one off payment of £29.94 (I estimated the value of the glebe land at £10000 just to get an idea) This covers the PC for 25 years for any chancel repair claims.

6 Lincoln Diocese- I have not heard anything fom Savilles about the Lincoln Diocese being prepared to sell the glebe land nor I have I heard anything from the neighbour who would like to buy a part of it.

7 Litter bin near the bus shelter – I have had a word with coffee shop as I was informed via FB that the bin near the childrens play area was full of boxes etc from the takeaway service. The coffee shop does have 2 bins out for customers to use but will put another out.

8 Active Holidays for Kids- The three weeks have been confirmed as – w/c 26/7, 16/8 and 23/8. The school will kindly loan some play equipment. Liaison with school by Jack and advertising the scheme will commence after Easter.

9 Gate at footpath entrance at Osterfen Lane- the post has been replaced and there was concern at the last meeting that the gate had dropped and there was a finger/hand trapping issue. The resident has rehung the gate and made some minor adjustments and it would appear to be satisfactory.

10 Signs at the Leisure Park- SKDC will supply 2 signs 'Dogs Must Be Kept on Leads'

11 Cemetery- I have been advised that a lady stumbled in the cemetery due to a hole/uneven ground and twisted her ankle. John Padley has kindly offered to fill this hole in but the PC may need to review the ground as summer progresses and cracks appear.

11 Planning applications

- S20/0682- two two-storey dwellings rear of Woolpack Inn is now pending a decision by SKDC- it had previously been re-dacted.

S20/1955- replacement dwelling at 120 Main Street – decision pending.

S20/0658- 17 Barnby Lane- permission refused, appeal has been launched.

12 Arrangements for the next meeting in May. Legislation to hold remote meetings has not currently been extended beyond May 7th. Our next meeting (annual meeting) is May 5th so this can be held virtually although I am checking this with LALC). There is also the organisation and planning of the annual parish meeting to consider.

Decisions Required

- Determine when the operational inspections to the leisure park and childrens play area should take place.

C Clarke- April .

Report for Parish Council 7 April 2021

COMMUNITY PARK

1. Changing Rooms

- 1.1 Following the decision by the school to withdraw from the agreement to install showers for community use in the school changing rooms, the Parish Council resolved at its March meeting to make arrangements to provide our own sports changing rooms with showers; to agree a project plan leading provision by September 2021; to select MacContainers as its preferred provider; to fund the full cost of provision from savings and loans if necessary; and to investigate two alternative sites for the building. This report updates the Council on work on these areas.
- 1.2 Building – The original plans (for all buildings) provided to the Parish Council were based on the provision of two team changing rooms with showers and WC, and an additional changing room for officials. The particular plan offered by MacContainers provided two team changing rooms and two officials' rooms. Further dialogue with the company regarding alternative use for one of the officials' rooms has produced two alternatives (attached). One provides a kitchenette of similar size to an official's room; the other provides a smaller kitchenette with an additional toilet (so that non-players would be able to use a toilet without accessing the changing rooms); this toilet is DDA accessible. The prices for the two units are £51,469.00 and £58,136.00, excl VAT, respectively, and in each case would be subject to a £2195 delivery charge. A deposit of 20% is payable with the order. If delivery is required for September, as set out in the agreed project plan, then a decision must be made at this meeting and an order must be placed by 12 April.
- 1.3 Site and services – Three groundworks contractors have been invited to provide quotations for bringing water and electricity to site, and for disposal of foul water. In addition, Western Power have been invited to quote for bringing electricity to site. All contractors have advised that the cost of delivering services to site will be considerably more expensive if the site adjacent to the container was chosen – for example, Western Power quote £3715 for laying cable to the site in front of the MUGA, but £6130 to the site near the container. In addition, while delivery of the building to the site in front of the MUGA would simply involve off-loading the building from the transport vehicle, delivery to the further site would involve substantial crane costs. It is therefore recommended that the MacContainer building would be better site in front of the MUGA. The most costly and technically difficult element of the services work would be in regard to waste water, with the likely solution being to use a septic tank with "cleaned" water running into the surface water drains. No decision on contractor is required at this time.
- 1.4 Financial Support and funding – It has been reported that large grants for club houses are not available from Sport England or from the Football Foundation at this time, although the Football Foundation have indicated that they *may* be able to fund the groundworks from their small grants scheme (maximum £25k). Quotations from the Public Works Loans Board have been obtained to provide examples of cost and repayment of loans at varying levels over 5 years. These are provided here for information only – no decision on borrowing is

required at this stage. The amount of loan determined may be in respect of the changing rooms only or take account of other potentially imminent capital costs (eg purchase of glebe land). Loans are charged at an interest rate of 0.67%.

Loan £	½ yearly cost £	Total cost £
50k	5160.88	51608.80
60k	6193.06	61930.60
70k	7225.24	72252.40

1.5 Accessibility – While the separate toilet in the section option is *accessible*, it should be noted that no other aspect of the building is accessible. Investigation into the provision of a prefabricated changing room has focussed on provision for football and cricket teams using the sports field. None of the building examples examined at the March meeting provided accessible changing rooms. Very many small local venues, including many owned by parish councils, do not provide accessible changing rooms. However, while this may be acceptable for sports field users, it should be noted that there is the potential that the clubs using the MUGA may also wish to hire the changing rooms. With the MUGA, there is a greater potential that at some stage there may be a booking on behalf of players with disabilities. The funding agreement with FCC Communities contained an undertaking that it would be available for use by all, including people with disabilities. Advice has been sought from LALC who have confirmed that to provide changing rooms that are not accessible may leave the Parish Council exposed to legal challenge on grounds of disability discrimination. One solution would be to make the MUGA *not* available to hire by *any* MUGA users, a position that may be judged unfortunate for the opening of a new MUGA, and unsustainable over the longer term.

1.6 Having regard to all of the above factors, it is recommended that the council review its previous decision to proceed with the MacContainers building, and instead plan to provide a new clubhouse that is DDA compliant when funding from sponsoring bodies allows. While currently Sports England and the Football Foundation (amongst others) have suspended their funding of clubhouses, this will certainly return, and there is every prospect of being able to achieve funding to provide a suitable building in 2022 or 2023. If funding is secured then it is likely that the amount directly contributed by the Parish Council will be less than required for the current proposal. Any building funded by Sport England or the Football Foundation would have to be DDA compliant and would be of an overall higher standard than is possible from the parish Council's own budget.

1.7 If this change of approach is accepted, then it is recommended that the Parish Council seek to hire temporary facilities for use from September until the new building is in place. Enquiries have been made at this stage of just one supplier who has provided a cost example based on units currently available:

Unit	Annual Cost
Toilet block incl 4 WCs	£4134
32' x 10' changing room incl 4 showers	£8580
Waste tank	£1560
One empty of tank	£150
Delivery	£1200
Removal	£1200

The total sum for a year is still substantial at £16824, and further investigation is required with this and other suppliers, but it is possible that funding may be available for all or part. It should be noted that the Parish Council would also need to pay for electricity and water supply connections.

This alternative approach, including use of shared changing rooms between teams, as an interim measure has been shared with the football and cricket teams, and both are supportive.

RECOMMENDATIONS:

- a. That the Parish Council does not proceed with the purchase of a prefabricated building at this time;
- b. That the Parish Council proceed with applications to relevant funding bodies to seek substantial funding for a permanent structure providing accessible changing rooms;
- c. That alternative temporary provision, and funding potential be explored further so that the Parish Council can, at its May meeting, select a temporary hire provider.

2. MUGA

2.1 Lighting – Further problems have been found with the flood lighting control. The unit has so far been replaced twice. The latest problem, with the third unit supplied, is a failure to accept programming (the time given for each card inserted). We are currently awaiting the delivery of new "control cards" to see whether these are the source of the problem. Otherwise the company owner has offered to send his engineer to site to seek to provide a solution. The company is based in Dorset. It has been made clear that we are losing income, and gaining reputational damage, through these problems. A verbal update will be given at the meeting.

2.2 Surface – the surfacing company used by the main contractor Pugh-Lewis, has confirmed that the new anti-slip court paint, and court linings, will be applied by 12 May at the latest. A period of dry and relatively warm weather is needed prior to and after application. Before this work is undertaken, Pugh-Lewis will be returning to site to make final repairs to the tarmac surface and carry out various "snagging" work to include applying mastic between the tarmac and edging stones to avoid weed growth; removal of growth between the MUGA fence and the container; removal of the knob on the outside of the escape gate; ensure any paint damage is made good; supplying and fitting of bicycle rack.

3. Use of MUGA

3.1 Following the relaxation of COVID restrictions the MUGA has now been opened and its availability advertised on Facebook and the Community Park website. The booking system, previously agreed, has now been purchased and made live.

3.2 The school have requested use of the MUGA for PE lessons until the end of term, 28 May. This amounts to one 1 hour slot each day, with two on Thursdays. This is considerably less than previous school usage and ensures availability for community users during weekdays and weekends. The school have also requested use for a full school day on Tues 27 April. The Parish Council is asked to confirm that this usage can be agreed at no charge but without precedent to future arrangements.

These hours are considerably reduced.

4. Use of Sports Field

- 4.1 Bookings by adult and junior football clubs have recommenced following the lifting of Covid restrictions. Booking enquiries have been received from other teams and are being responded to.
- 4.2 Pitches have been marked out for adult football and for seven aside junior football. Newark Brazil is paying directly for the cost of marking out the junior pitches. The cost of marking out the adult pitch £103 has been agreed under chair's discretion, noting that Claypole FC has paid their season hire fee but has been unable to play until now. The first matches are being played on 3/4 April.
- 4.3 Misuse – It has been reported that prior to lockdown regulations being eased members of Claypole FC have, on several occasions accessed the container and practiced on the football field. This action, by approximately 4 players, would appear to be in breach of lockdown regulations and Football Associated rules; it would suggest a lack of care for public safety, and has potentially compromised the Parish Council. It is also in breach of the User Contract requirement that the Community Park Manager be provided with a list of all proposed use dates in advance. It is proposed that these observations are put formally to the Club Manager and his response sought before consideration of what, if any, action should be taken.

DECISIONS REQUIRED

1. To agree the recommendations in section 1:
 - a. That the Parish Council does not proceed with the purchase of a prefabricated building at this time;
 - b. That the Parish Council proceed with applications to relevant funding bodies to seek substantial funding for a permanent structure providing accessible changing rooms;
 - c. That alternative temporary provision, and funding potential be explored further so that the Parish Council can, at its May meeting, select a temporary hire provider.
2. To accept the report on the MUGA (section 2)
3. To confirm use by the school, as reported in section 3, at no charge but without precedent to future arrangements.
4. To raise with the manager of Claypole FC the issues reported in section 4 and to seek a formal response.

