



# Kington Recreation Ground Trust

Charity No. 520963.

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## **Minutes of the meeting of the Kington Recreation Ground Trust held at 6pm on Monday 4<sup>th</sup> February 2019 at the Old Police Station, Market Hall Street.**

**Present:** Cllr Martin Fitton (Chair)  
Cllr. E. Banks  
Cllr T. Bounds (agenda item 11 onwards)  
Cllr. J. Dennis (agenda item 8 onwards)  
Cllr. F. Hawkins  
Cllr. R. MacCurrach  
Cllr. E. Rolls  
Cllr. R. Widdowson

**In attendance:** Liz Kelso, Clerk  
Mary Tolhurst, Assistant

### 016/19 **Apologies**

Apologies were noted from Cllrs. R. Banks, C. Forrester, P. Prior and I Wood-Johnson

### 017/19 **Declarations of Interests and requests for dispensation**

Cllr. M. Fitton declared a non disclosable interest in agenda item 12, as one of the contractors quoting is known to Cllr Fitton. There were no requests for dispensation.

018/19            **Minutes of the Trust meeting held on 7<sup>th</sup> January 2019**

It was agreed that the Minutes of the meeting held on 7<sup>th</sup> January as previously circulated be signed by the Chairman as a true record of proceedings at that meeting.

019/19            **Clerk's Report**

Members noted that as a result of the Clerk's absence, some items had not been actioned since the last meeting. It was further noted that Cllr Rolls has discussed the issue of the poorly functioning stove in Recreation Ground Cottage with the suppliers who have recommended only using seasoned wood.

020/19            **Health and Safety**

The Clerk reported that the Recreation Ground groundsman has reported fewer incidents of anti social behaviour in the past month.

021/19            **Proposal to exclude the public**

It was proposed by Cllr Elizabeth Banks and seconded by Cllr Wood-Johnson that pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public be excluded from the next agenda item on the grounds that the items include matters of a commercially sensitive or personal nature. The resolution was agreed unanimously.

022/19            **Tenancy of Trust owned property**

Members noted a report from the Clerk and agreed that the Clerk invite the tenants to a Meeting.

The meeting than moved back into public session

023/19            **To consider repair or replacement of benches within the Recreation Ground**

This item was deferred to a later meeting.

024/19            **To note update on funding from Derbyshire Environmental Trust**

Members noted that the Clerk was discussing the remaining funding with Derbyshire Environmental Trust and confirmed:

- That reimbursement of expenditure in accordance with the funding is not pro-rata to any matched funding

- A revised budget can be submitted to confirm revised expenditure categories and locations
- The project end date can be extended where a written request is submitted and agreed by Derbyshire
- Where an individual item of expenditure exceeds the limit for competitive tender, this requirement can be waived in favour of a preferred contractor where there are agreed reasons for doing so.

It was agreed that a working party consisting of Cllrs E. Banks, E. Rolls and Mr Fitton be formed to agree the revised budget allocation for submission to Derbyshire, noting that this does not represent a change to the overall funding allocated to the Recreation Ground Trust so is not inconsistent with Financial Regulations. It was further agreed that the Clerk confirm this with Derbyshire in Writing.

#### 025/19            **To consider work on the footpath around the toilet block**

Members were reminded that following a competitive tender exercise a contractor had been selected to provide additional and improved footpaths within the Recreation Ground. The Management Group has identified that the footpath leading around the outside of the toilet block from the access path to the gents toilet is breaking up and have obtained a quotation from the footpath contractor to improve this path. After some discussion, it was agreed:

- To waive the requirement to obtain comparable quotes for this work having undertaken a competitive tender for footpath work within the Recreation Ground within the previous two months and selected the current contractor on the basis of that exercise, and
- To accept the quotation of £1,200.00 plus VAT for the resurfacing of the footpath around the toilet block

#### 026/19            **To consider specification for refurbishment of the toilet block**

This item was deferred until a later meeting so that the requirements can be confirmed by the Management Group and a detailed specification then drawn up for consideration.

#### 027/19            **To consider quotations for replacement fencing in the Recreation Ground**

Members noted that the replacement fencing along part of the boundary between the Recreation Ground and Sargeants land has been agreed with Derbyshire Environmental Trust as work within the agreed funding

The Clerk presented the quotation received in response to the tender document, a copy of which had been provided to Members. A total of three quotes had been received from six companies approached. The options put forward by those quoting were discussed in detail.

Finally, it was proposed by Cllr. Widdowson and seconded by Cllr. Dennis that the quotation from contractor B be accepted at a quoted cost, excluding VAT, of £4,750.00. This proposal was carried. Contractor B was identified by the Clerk as Border Contracts.

It was further agreed that the bus company be contacted to request access to the fence line where required, before work commences.

Finally it was noted that the post and wire fencing between the access gate to the caravan site and the river was also in a poor state and it was agreed to request a quote from the appointed contractor for the replacement of this fencing on a like for like basis.

#### 028/19            **Additional play equipment**

Members noted that the provision of an additional item of play equipment within the Recreation ground has been agreed by Derbyshire Environmental Trust as an item that can be funded through the grant funding.

Members also noted that this item of equipment represents a final stage in the project to refurbish the childrens play equipment which was started last year. Accordingly, competitive tenders have not been sought as this exercise was carried out when the project started in 2017 and Active Gardens were selected as contractor for this project.

A range of equipment suitable for children with disabilities was considered which would fit within the remaining space available, together with recommendations relating to the completion of the safety play surface. After some discussion it was proposed by Cllr. Rolls and seconded by Cllr. Widdowson that an order be placed for the wheelchair friendly roundabout in stainless steel with a coloured surface under to match existing at a cost of £12,168. The resolution was agreed.

#### 029/19            **Licence for work on Crooked Well Meadow**

Members noted the draft licence prepared by Herefordshire Council to permit the installation of the footpath on Crooked Well. After due consideration the wording was agreed and that the Clerk be authorised to sign on behalf of the Recreation Ground Trust and Town Council.

#### 030/19            **Update on Community Asset Transfers of green spaces**

There was nothing further to report on this agenda item.

#### 031/19            **Toilet hand wash contract**

It was agreed that the unit in the disabled toilet be added to the existing maintenance contract at a cost of £306.00 per annum.

032/19        **To consider request to hold a circus event on the  
Recreation Ground**

This request was considered and it was agreed to proceed subject to confirmation from other Recreation Grounds users that this event would not impact adversely on their activities.

033/19        **Items for the next agenda**

There were no further items raised for the next agenda

034/19        **Next Meeting**

The next meeting will take place on Monday 4<sup>th</sup> March at 6.00pm in the Old Police Station.

There being no further business, the meeting closed at 6.55pm