

**SWAFFHAM TOWN COUNCIL**

Minutes of a Recreation Ground Committee meeting held Tuesday 23<sup>rd</sup> March 2004 at 7.30p.m. in the Assembly Rooms, Swaffham.

Present: Cllr B. Emmerson (in the chair)

Cllr Butters, Cllr Greaves, Cllr Lister, Cllr Wise.

Clerk: - Mr R. Bishop.  
Deputy Clerk:- Mrs M. Meyrick

**1. APOLOGIES FOR ABSENCE**

- 1.1. Cllr Sherwood.
- 1.2. Ms B. Rappensberger.
- 1.3. Cllr Matthews.
- 1.4. Mrs J. Atkins.
- 1.5. Mr R. Dowden.
- 1.6. Cllr Buxton.
- 1.7. Mrs S. Palmer.

**2. DECLARATIONS OF INTEREST (for items included on the Agenda)**

- 2.1. There were no declarations of interest.

**3. TO AGREE THE MINUTES**

- 3.1. The minutes of the Wednesday Tuesday 20<sup>th</sup> January 2004 were agreed and signed as a true record by the Chairman.

**4. TOWN CLERK REPORT**

4.1. The Draft Terms of Reference for Recreation Ground Committee was discussed. Amendment: - 2<sup>nd</sup> line to include, "Swaffham Town Council owns and manages" and 4<sup>th</sup> line to include, "as and when necessary". It was proposed by Cllr Greaves and seconded by Cllr Lister to put forward the amendments.

**It was agreed to include in the 2<sup>nd</sup> line, "Swaffham Town Council owns and manages" and 4<sup>th</sup> line, "as and when necessary" of the Draft Terms of Reference for the Recreation Ground Committee.**

4.2. There was a discussion on how projects are prepared and put before the Town Council. There are two elements to be looked at, the development of a project and the management of the Recreation Ground. For any project it should be fully researched with the costs involved before putting it before the Town Council.

**It was agreed that any project must be fully researched with costs before putting in front of the Town Council.**

4.3. It was established that representation from other organisations is an important part of the committee. More involvement of the public is a healthy criteria.

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4.4. It was reported by the Town Clerk that the Deputy Town Clerk will be clerking future Recreation Ground Committee meetings and acting as the lead officer in respect of any proposed projects.

## **5. GENERAL DISCUSSION**

5.1. It was thought that lighting was needed around the children's play area and that 3 age ranges should be catered for. Cllr Lister proposed and Cllr Wise seconded for the Committee to look at lighting for the play area and costing to be taken to full Council.

**It was agreed for the Committee to look at street lighting for the Recreation Ground and costing to be taken to full Council.**

5.2. It was suggested the Committee take a look at Castle Acre play area, which has some good quality wooden play equipment.

5.2. It was reported that new members are continually joining the Sk8 Mob.

5.3. Breckland Council are carrying out a Best Value Review on public toilets at the moment, which will look at if the toilets will need to be demolished or handed back to the Town Council. It has cost Breckland Council £30,000 a year for repairs caused through vandalism but there is also an issue of asbestos in the roof.

5.4. It was suggested that a site meeting at the Recreation Field be conducted to take look at what is there and thoughts on what is needed. It was proposed by Cllr Emmerson for a site visited to be conducted.

**It was agreed for the Committee to conduct a site visit at the Recreation Ground on Wednesday 31<sup>st</sup> March 2004 at 2p.m.**

5.5. The Council are waiting to receive information from the County Football Association on the proposed use for Swaffham United Football Club with regards to their affiliation.

5.6. A consultation event was discussed, which could involve the schools, all the organisations in the town and the public. This would give insight to the Committee on the facilities the people of Swaffham would like to see at the Recreation Ground. Saturday 15<sup>th</sup> May 9am to 12 noon was put forward as a possible day for the consultation. It was thought that it would take around 4 – 6 weeks to prepare a bid for any funding.

## **6. DATE FOR NEXT MEETING**

6.1. The date for the next meeting will be on Wednesday 19<sup>th</sup> May 7.30.p.m.

Meeting closed at 8.14p.m.

Chairman