**Peterston-super-Ely Community Council**

***Cyngor Cymuned a Llanbedr-y-Fro***

**Minutes of the MUGA Sub Committee Meeting held at 5:30pm on Tuesday 12th April,2022 at Peterston Village Hall**

**Present:** Cllr J Drysdale, Mr C Finch, Mrs R Haves & Mrs L Finch (only present for Item 2) on the agenda).

**Also Present:** Tor Trundle (Retiring Clerk to the Council) & Catherine Craven (new Clerk)

1. **Apologies**

Cllr Hurley & Cllr Field. Cllr Field had messaged to say that he was unfortunately stuck in traffic.

1. **To discuss Safeguarding and Well-being**

Lynn Finch confirmed that there were no areas of concern since the last meeting. As part of her role as Safeguarding and Well-being Officer for the MUGA, it was noted that a comprehensive plan was scheduled to refresh all notifications of Safeguarding in relation to the MUGA signage around the site and specified contacts. There had been no specific changes but all notices appeared tired.

 Lynn Finch felt that the existence of the Safeguarding role and point of contact needed to be more prominent and the information would be passed to the Parish News to be advertised.

 During lockdown, all the Safeguarding policies had been reviewed and there had been no changes in legislation. This would need to be undertaken again in March 2023.

 A recommendation had been received from Tennis Wales that there was a requirement for a nominated individual who could substitute for the role if Lynn Finch was not available. It was particularly hard currently to recruit any further volunteers to take any task on but Lynn Finch confirmed she would ask around the village. She would also contact Tennis Wales, and notify that body when she was unavailable.

 An issue had been received from a nearby resident, who had witnessed the riding of a motorbike on the MUGA. Although pictures had been taken, it was difficult to identify the culprit. It was discussed whether any further measures could be investigated such as locks on the main gate to the playing field or altering access. However, it was decided that this would impact on other users and this would not be an option.

 C Finch noted that he often walks past the MUGA and if he witnessed anyone using the MUGA inappropriately, then he would ask them to leave.

1. **Review and approval of minutes from Sub-Committee Meeting on 28th July, 2021 and matters arising.**

The minutes of the Sub-Committee meeting had previously been circulated by the Clerk and were accepted unanimously as a true and accurate record. There were no matters arising.

1. **To discuss the floodlights glare trial.**

The Chair and Vice-Chair of the Community Council had visited the house of two residents in early January, to witness first hand the glare from certain floodlights at the MUGA. It had been agreed at a following meeting that a representative from the Community Council would meet with SWSG electrical contractors to discuss possible options to help alleviate the glare.

 TaSC confirmed that they were aware of the complaint and referred to the fact that the lighting was compliant with the planning application. However, Cllr Drysdale confirmed that the Community Council had agreed with the nearby residents that the glare was obtrusive and that they would try and work out if there was any way to reduce the impact.

 Cllr Drysdale confirmed that SWSG lighting contractor had confirmed there was an option to change the type of bulb and to alter the direction but the cost of this would be £2420. They would be willing to trial this for a week to see if there was any improvement to the glare in the nearby houses and also if it had any effect on the light for players on the court.

 Rebecca Haves noted that as we are moving into the lighter time of the year, that it may be more prudent to wait until the winter to take advantage of the trial. Both trustees felt it was important to gauge the impact that it may have on the playing of tennis before committing to anything long term. It was also asked if the nearby residents who had approached the Community Council were willing to make any contribution to the payment for the trial. Chris Finch also felt that it would be appropriate to approach a specialist floodlight contractor to request a second quote, considering the level of the financial implication.

 A discussion was held around the planting of quick growing trees which would be able to provide some form of natural screen. It was noted that some silver birch and fruit trees had been recently planted, but this type of solution would only be useful in the long term.

***Action: Chris Finch to contact the LTA and request advice regarding the glare. Community Council to contact the residents to ask if they would be willing to make any financial contribution to the trial. TaSC to request second quote for the work required to trial the lighting.***

1. **To discuss the** **Management Agreement and Maintenance Schedule**

TaSC confirmed that they had still been unable to recruit a third trustee and therefore were still not quorate and unable to sign the management agreement. Vanessa Adams continued to be a trustee and had not resigned but participated as a “silent” trustee. Cllr Drysdale wondered if there was scope for different types of trustees, those in formal specific roles and those that provided services as volunteers for less formal actions. Rebecca Haves would post a call out for volunteers on social media.

***Action: TaSC to place call out on social media for new volunteers to act as trustees and volunteers for the MUGA.***

 TaSC reiterated the point that the maintenance schedule provided by NOTTS and SWSG was too onerous for the volunteers and that it would be useful to look at other areas to determine what types of actions were undertaken elsewhere. It was important to understand that the MUGA at Peterston was not used to the same level as those in other towns and that the schedule should reflect what was appropriate for this village. The schedule was reliant on volunteers undertaking the work and therefore would need to incorporate activities that the volunteers were able and willing to undertake. The Clerk confirmed that new contractors Edenvale had taken over the maintenance of cutting on the playing fields and this contract included the removal of weeds from around the fence and the cutting of trees that were pressing against the fence at the far end. On visiting the field, the contractors had agreed to blow any debris off the courts when they were on site. This was likely to be every two weeks in the spring and summer months but less frequent in the winter months.

 The issue of water on the MUGA in one section was raised and it was felt that if a path was introduced, then drainage could be sorted at that point. It was agreed that an appropriate and acceptable level of inspection was undertaken at the MUGA and that it may be useful to undertake a risk management in the next few months.

***Action: To revisit the maintenance schedule – Rebecca Haves to determine what TaSC is prepared to offer in terms of voluntary maintenance. Community Council to source examples of other maintenance schedules offered by other owners.***

1. **Update from the Community Council**

 Cllr Drysdale confirmed that the Community Council elections are scheduled for 5th May, 2022 and that three of the current Councillors have submitted nomination papers and there is an uncontested election. A Co-option process would be undertaken as soon as possible for the vacant 5 seats.

 TaSC asked for an indication of when the new contractors would be visiting the site. The Clerk would contact Edenvale and ask for a timetable to indicate when they will be attending the memorial field.

***Action: Clerk to contact Edenvale, the new cutting contractor for the memorial field and request timetable of attendance which would then be shared to TaSC.***

1. **Update from TaSC**

TaSc was conscious that they had yet to see a full year in respect of revenue to gauge what they could deem as a normal year of operation. It was good to note that tennis would resume this April and a number of enquiries had been made in respect of 5-A-Side football.

 Rebecca Haves talked about the possibility of setting up a group “Friends of the MUGA”, which would allow residents to pay a one-off annual fee and book the facility as and when required. Though it was recognised that the terms and conditions of this type of group would need to be carefully considered. Cllr Drysdale asked if there were any improvements that were needed in the clubhouse and pointed TaSC in the direction of the Community Benefit grant offered by the Community Council.

 Both parties felt that it would be beneficial to hold community consultation to ascertain what people actually wanted in the village and it was confirmed that the Community Council would include TaSC in any future consultation work.

 Rebecca Haves mentioned that bespoke shelving would be useful in the clubhouse to ensure that all the equipment was properly stored and accessible. It was also a useful facility for users of the MUGA, playground and field if they needed to use the toilet and it would be good to try and work out if this is something that could be made more accessible.

There being no further business, the meeting closed at 7 pm

 Chair \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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