

# MAPLEDURHAM PLAYING FIELDS TRUSTEES SUB-COMMITTEE MEETING MINUTES - 7 MAY 2019

**Present:** Councillor Edwards (Chair);  
Councillors Ayub, James, Warman and Woodward

## 11. MINUTES

The Minutes of the meeting held on 22 October 2018 were agreed as a correct record and signed by the Chair.

## 12. MAPLEDURHAM PLAYING FIELDS MANAGEMENT COMMITTEE

The Minutes of the Mapledurham Playing Fields Management Committee meeting held on 29 May 2018 were received.

Councillor Ballsdon presented, as Chair of the Mapledurham Playing Fields Management Committee, comments from the Management Committee regarding the officer reports submitted to the meeting of the Sub-Committee.

## 13. LANDSCAPE UPDATE REPORT

Further to Minute 9 of the Sub-Committee's meeting on 22 October 2018, the Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the outline programme of works to implement the approved Landscape Master Plan scheme and other related matters. The following documents were attached to the report:

- Appendix 1 - Approved landscape plan
- Appendix 2 - Community Use Agreement

The report explained that changes to the landscape plan had been agreed by members of the Sub-Committee and that the plan had been submitted for planning approval on 11 February 2019, with planning permission granted on 16 April 2019. A summary of the approved landscape plan was attached to the report as Appendix 1. The report also set out information on a planning application by the tennis club.

The report explained that the majority of landscape works had been procured and set out costs which had been assessed and verified by the external cost consultant, and were within the approved funding allowance. Approval was sought to appoint Agripower Ltd to carry out the largest element of works: the drained sports pitch terrace to the eastern side of the playing fields and the new children's play area. The cost of these works included £105k of provision for importing topsoil as a contingency to meet Sport England quality standards. It was also proposed that RBC Parks be appointed to carry out the smaller element of works procured including the footpaths with associated furniture and lights, trim trail, trees, and Hewett Avenue boundary fencing. The proposed small

## MAPLEDURHAM PLAYING FIELDS TRUSTEES SUB-COMMITTEE MEETING MINUTES - 7 MAY 2019

overflow parking area to the north of the new school and adjacent to the existing community car park was yet to be procured.

The report noted that it was intended to implement the landscape plan in phases, to factor in weather conditions and the need to provide improved sports pitches by the start of the 2020 football season. The outline programme, which was summarised in the report, would be heavily dependent on suitable weather conditions and agreement with the Department for Education contractor on maintaining access through the MPF community carpark into the playing fields. Contingency plans were being developed if access through the car park became problematic.

The report also gave an update on the school development and explained that Kier had been appointed by the DfE to undertake pre-commencement works to prepare the site for the school. This included additional ground investigation works within the school site and community carpark to inform their design. Kier were intending to start on site in June 2019 with the aim of opening the school by September 2020. It was proposed to explore letting the area identified as the overflow car park to the DfE/Kier to be used as a site compound/car parking, on the basis that they would undertake groundworks to prepare the area as the overflow carpark in the future. The report also explained that the Community Use Agreement had been completed between the Council and Heights School, which included timings for public use of the multi-use games area, school hall and School car park. The Agreement was attached to the report at Appendix 2.

### **Resolved -**

- (1) That the outline programme for the landscape plan, DfE works to the Mapledurham Playing Fields community car park, financial breakdown of the funds including the budget for the pavilion refurbishment, and the tennis club planning application be noted;**
- (2) That the Assistant Director of Legal & Democratic Services and the Assistant Director of Economic & Cultural Development be authorised to appoint Agripower Ltd for a contract sum of £681,815 and RBC Parks for a contract sum of £191,869 to carry out the works to implement the approved landscape plan;**
- (3) That the contents of the Community Use Agreement attached to the report at Appendix 2 be noted.**

### **14. MAPLEDURHAM PAVILION UPDATE**

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the current position in relation to the Mapledurham Pavilion and planned future action.

The report noted that Mapledurham pavilion hall had closed following a structural survey which had identified significant deterioration requiring additional supports to stabilise

## MAPLEDURHAM PLAYING FIELDS TRUSTEES SUB-COMMITTEE MEETING MINUTES - 7 MAY 2019

the building. The changing rooms and tennis facilities had remained in use during that time. Major repair works had been funded and scoped by Warren and District Residents Association (WDRA) and these had been overseen by The Day Tanner Partnership on behalf of WADRA at no charge, with the Council undertaking an administrative function.

The report explained that building works to the main hall had taken longer than expected, as more work had been required than originally anticipated, including elements such as asbestos removal and replacement of some fixed electrical wiring. Works had now been completed and keys handed back at the end of February 2019. A fire risk assessment and electrical inspection of the building had been undertaken but a number of further tasks were required ahead of general public access and use. These were likely to include further checks on the fire alarm system, upgrading fire signage, updating evacuation processes and potentially improving the emergency lighting. A full deep clean of the pavilion was also planned, and work had been carried out or was ongoing relating to water testing and flushing practices to address legionella risks, pest control, and maintenance matters relating to the toilets and changing facilities. Major works were required to make the kitchen fit for purpose, and it was therefore unlikely that it could be reopened until the main refurbishment works had been undertaken.

The report explained that it was intended to commission design work for the refurbishment upon receipt of the premium from the Department for Education, with the design work expected to start in September 2019 and a contract let to start building work in February 2020. It was reported at the meeting that the Management Committee had suggested that s106 contributions already received be used to commence the design work, without waiting for receipt of the premium.

The draft accounts for 2017/18 were attached to the report at Appendix 1. These had been presented to the Management Committee in January 2019 and following auditing by the Accountancy Team would be submitted to the Charity Commission.

### **Resolved -**

- (1) That Day Tanner Partnership and Warren and District Residents Association be thanked for their support and the current position in regard of the Pavilion be noted;**
- (2) That the s106 contributions already received be used for design work on the pavilion prior to the receipt of the premium from the Department for Education;**
- (3) That the Council's accountancy team submit accounts after auditing to the Charity Commission.**

### **15. MAPLEDURHAM PLAYING FIELDS - DEED OF DEDICATION**

Further to Minute 7 of the meeting held on 11 October 2016 the Assistant Director of Legal and Democratic Services submitted a report on the possibility of entering into a

**MAPLEDURHAM PLAYING FIELDS TRUSTEES SUB-COMMITTEE MEETING MINUTES - 7 MAY  
2019**

deed of dedication in favour of Fields in Trust in relation to the Mapledurham Recreation Ground.

The report explained that Fields in Trust was the working name of the National Playing Fields Association, a registered charity, which had entered into deeds of dedication in relation to other pieces of charitable and local authority land. The main purpose of a deed of dedication was to make land subject to a binding covenant which prevented the sale or disposal of property without the consent of Fields in Trust, so that there was a third party capable of vetoing a sale or other disposal of the land in certain circumstances. This could address the concerns of local community representatives regarding the potential precedent for further development that could be implied by the sale of part of the Playing Fields for a school site. Entering into a deed of dedication was likely to require the consent of the Charity Commission.

The report noted the proposal for a deed of dedication had been included in consultation with the beneficiaries of the Mapledurham Recreation Ground Charity carried out in 2017, and around 84% of responders had indicated that it was a proposal that should be explored in more detail, with a view to determining whether it would be in the best interests of the Charity. The report recommended that officers be instructed by the Sub-Committee to formally investigate the position with Fields in Trust in more detail, and if necessary liaise with the Charity Commission and take legal advice on the implications, with a view to making a recommendation to a future meeting of the Sub-Committee as to whether a deed of dedication should be put in place in relation to all or part of the Mapledurham Recreation Ground.

**Resolved -**

**That the Sub Committee note the report and authorise Officers to formally investigate the implications of the charity entering into a deed of dedication and to liaise with Fields in Trust and (if necessary) the Charity Commission regarding entering into a deed of dedication in respect of the Mapledurham Recreation Ground Charity.**

(The meeting closed at 7.01 pm)