



# **YAXLEY PARISH COUNCIL**

Amenity Centre, Main Street, Yaxley Peterborough PE7 3LU

Tele/Fax 01733 241958

Email: [clerk@yaxleypc.org.uk](mailto:clerk@yaxleypc.org.uk) Website: [www.yaxleypc.org](http://www.yaxleypc.org)

**To: All Members of the Community Facilities Committee**

Sir/Madam

You are hereby summoned to attend a Meeting of the **Community Facilities Committee** of the Yaxley Parish Council to be held **on Tuesday 28<sup>th</sup> September 2021 in the Austin Hall, 48 Main Street, Yaxley starting at 7.00pm, followed by a meeting of the Planning Committee, anyone wishing to attend the meeting should observe social distancing rules and wear a mask.**

*H. Taylor*

**Helen Taylor**  
On behalf of Yaxley Parish Council

**21<sup>st</sup> September 2021**

**THE PUBLIC AND PRESS ARE ALWAYS WELCOME**

## **AGENDA**

- CF18. APOLOGIES FOR ABSENCE**  
To receive and accept apologies for absence.
- CF19. DECLARATIONS OF INTERESTS IN AGENDA ITEMS**  
To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda Item.
- CF20. MINUTES**  
To approve as a correct record the Minutes of the meeting of the Community Facilities Committee held on 22<sup>nd</sup> June 2021.
- CF21. PUBLIC PARTICIPATION**  
A maximum of 15 minutes is permitted for members of the public to address the Council.
- CF22. WILLOW POND UPDATE**  
To receive an update from the Countryside Volunteers.
- CF23. ACTION PLAN**  
To consider the Committee's projects included within the Action Plan and to identify any additional schemes prior to the budget setting in November – copy of the relevant page attached.
- CF24. ALLOTMENT UPDATE**  
To receive a verbal report from the Clerk.

- CF25. COMMUNITY AUTUMN LITTER PICK – 16/17 OCTOBER**  
Clerk to report
- CF26. COMMUNITY FRIDGE UPDATE**
- CF27. MIDDLEGROUND REPAIR CAFÉ UPDATE**
- CF28. TREES WORKS UPDATE**  
To receive an update from the Clerk – attached.
- CF29. VE DAY LUNCH ARRANGEMENTS**
- CF30. PLANT A TREE FOR THE QUEENS JUBILEE ARRANGEMENTS**  
To receive a verbal update from the Clerk
- CF31. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 - EXCLUSION OF PRESS AND PUBLIC**  
  
To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.
- CF32. RESURFACING OF THE WETPOUR ON THE CRADLE SWING AREA AND THE SEESAW, MIDDLETONS ROAD RECREATION PLAYAREA**  
To consider the quotes received.
- CF33. SKATE PARK REPAIRS**  
To receive an update from the Clerk – attached.
- CF34. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 – RE-ADMITTANCE OF PRESS AND PUBLIC**  
  
To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

**Cut off time for the meeting is 20.00**

**Minutes of the Meeting of the Community Facilities Committee  
held in the Council Chamber, Yaxley Parish Council on 22<sup>nd</sup> June 2021.**

Present:- Councillors R Butcher, D Chapman, K Gulson, A Knight, J Lusted, A Minns and S Wayland.

In attendance – R. Bingham and Mrs H Taylor.

**CF1. ELECTION OF CHAIRMAN**

On the proposition of Councillor K Gulson and having been seconded by Councillor R Butcher, it was **RESOLVED** that Councillor J Lusted be elected Chairman of the Committee for the ensuing Municipal Year.

*Councillor J Lusted in the Chair.*

**CF2. APOLOGIES**

Apologies for absence from the meeting were received and accepted on behalf of Councillors S McMullon, G Needham (both personal) and M Oliver (work related).

**CF3. DECLARATION OF INTERESTS**

Councillors R Butcher and K Gulson declared “other” interests in Item No.CF7 by virtue of being allotment holders.

**CF4. MINUTES**

Councillor R Butcher proposed approval of the Minutes of the Committee held on 27<sup>th</sup> April 2021. This was seconded by Councillor D Chapman and unanimously **RESOLVED**.

**CF5. PUBLIC PARTICIPATION**

No Member of the Public wished to speak.

**CF6. ELECTION OF VICE CHAIRMAN**

On the proposition of Councillor R Butcher, seconded by Councillor A Minns, it was **RESOLVED** that Councillor G Needham be elected Vice Chairman of the Committee for the ensuing year.

**CF7. ALLOTMENT UPDATE**

Members were advised that an initial inspection of the allotments would be carried out later that week and any allotments falling below standard would be reinspected by Councillors Needham and Oliver prior to a notice of improvement being issued. Councillor K Gulson reported that one of the allotments on Whiteheads had not been worked, the Clerk agreed to pass on this information to the Bookings Clerk. In response to a question from Councillor S Wayland regarding waiting lists, the Clerk advised that there were 20 on the list and one allotment at Bellvue had recently been handed back.

## CF8. REVIEW OF FEES AND CHARGES – CRICKET/FOOTBALL PITCHES

By way a report by the Clerk (a copy of which is appended in the Minute Book) Members reviewed the hire charge for the cricket/football pitches. It was reported that the last increase had been in September 2018 but that running costs for the grass pitches had increased each year with reseeding and fertilising costs. The Clerk reported that overall usage on both the grass pitches and 3G since lockdown restrictions were eased in March has been high and a number of football clubs have started to approach the office about booking pitches for August onwards. Whereupon, it was proposed by Councillor K Gulson, seconded by Councillor S Wayland that with effect from 1<sup>st</sup> August 2021, the rates be as followed:

<b>QUEENS PARK FOOTBALL PITCHES</b>			New rate
Pitch A and B	Adult	Per game	£59.00
Pitch A and B	U16	Per game	£45.00
Pitch C and D without changing rooms	9 v 9	Per game	£29.00
Pitch E and F without changing rooms	7 v 7	Per game	£24.00
Pitch G without changing rooms	5 v 5	Per game	£21.00
<b>MIDDLETONS ROAD RECREATION GROUND</b>			
Pitch H and J	Adult	Per game	£49.00
Pitch H and J	U16	Per game	£35.00
Pitch K	9 V 9	Per game	£29.00
Pitch L	5 V 5	Per game	£21.00
Cricket Pitch	Adult	Per game	£47.00
Cricket Pitch	Junior	Per game	£24.00
<b>MULTI ACTIVITY AREA 3G</b>			
	Adults	Per hour	£42.00
	U16s	Per hour	£37.00
6 one hourly sessions paid for in advance	Adults		£226.80
6 one hourly weeks paid for in advance	U16s		£199.80

## CF9. REVIEW OF FEES AND CHARGES – CEMETERY

By way a report by the Clerk (a copy of which is appended in the Minute Book) Members reviewed the fees and charges for the Cemetery. Whereupon, it was proposed by Councillor R Butcher and seconded by Councillor A Knight that with effect from 1<sup>st</sup> September 2021 the rates be as follows:

<b>Interment</b>	
interment of a child whose age at the time of death was under 18 years (must resided in Yaxley)	£0.00
interment of a body exceeding 18 years	£250.00
interment of cremated remains (ashes)	£145.00
<b>For non residents of Yaxley the above fees will be times 4 and will be subject to approval by Committee.</b>	
<b>Exclusive Right of Burial</b>	
interment of a child whose age at the time of death was under 18 years (must	£0.00

resided in Yaxley)	
single earthen grave	£300.00
double earthen grave	£300.00
<b>For non residents of Yaxley the above fees will be times 4 and will be subject to approval by Committee.</b>	
<b>Erection of Monuments</b>	
erection a single headstone	£100.00
erection of double memorial with two headstones	£170.00
double headstone between two side by side graves	£170.00
additional inscription	£70.00
memorial slab for cremated remains	£80.00
<b>sanctum II vault including memorial tablet</b>	
first interment for a resident of Yaxley	£775.00
first interment for a non resident of Yaxley	£1005.00
second interment for a resident of Yaxley	£250.00
Second interment for a non resident of Yaxley	£505.00
vase block and memorial tablet	£315.00
<b>Other Fees and Charges</b>	
ashes search	£25.00
search of new cemetery	£25.00
old cemetery	£25.00
transfer of burial rights	£25.00

#### **CF10. ANNUAL PLAY AREA SAFETY INSPECTION REPORT**

Consideration was given to the content of a report produced by the Clerk (a copy of which is appended in the Minute Book) summarising the annual inspection of all nine of the Parish Council's Play Areas and Outdoor Gym. Members were pleased to note that there were no high risks requiring attention which reflected the weekly inspection routine and the ongoing maintenance programme in place. The Clerk referred to the ten medium risks which all related to surfacing being worn or separating. She reminded Members that replacing the worn surfaces had already started with one large area on the Middletons

Recreation Ground being completed in April and that quotes were being sourced for other areas, the cost of which would need to be included in future budgetary plans. Whereupon, it was proposed by Councillor R Butcher that the report be received. This was seconded by Councillor K Gulson and unanimously **RESOLVED**.

#### **CF11. COMMUNITY FRIDGE UPDATE**

Councillor K Gulson disclosed that with the support of over 16 volunteers, the Community Fridge has been able to hand out over 2 tons of food each month which was surplus and would otherwise go to landfill. He went on to say that between 80 to 100 bags are being distributed each week. At the same time and in response to a recent plea for help, 166 kilos of tinned food had been given to the local food bank who were running low on supplies. Councillor Gulson reported that the pavilion was warm during the recent hot

spell and consideration should be given to a chiller. The Chairman thanked Councillor Gulson and all those involved in the Community Fridge.

**CF12. COMMUNITY LITTER PICK UPDATE**

The Clerk reported that the next Community Litter Pick would be the weekend of 10<sup>th</sup> and 11<sup>th</sup> July. Members were encouraged to get involved.

**CF13. BULKY WASTE COLLECTION**

Members noted that the next bulky waste collection service would be at Queens Park on 10<sup>th</sup> July between 10am and 2pm.

**CF14. PLANT A TREE FOR THE QUEENS JUBILEE**

The Clerk advised that a number of trees had been ordered to replace those lost due to disease or damage, planting would take place from October onwards. This would include the planting of a cherry tree in the open spaced area of land between Blenheim Way and Mountbatten Avenue. The tree would be planted to celebrate the Queens Platinum Jubilee and would be recorded on the event's Green Canopy map.

**CF15. EXCLUSION OF THE PRESS AND PUBLIC**

That in accordance with Section 1(2) of the Public Bodies (admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and Public be excluded from the meeting.

It was proposed by Councillor R Butcher and seconded by Councillor A Knight that the meeting should be closed to the public and press at 7.35pm.

**CF16. WILLOW POND INTERPRETATION BOARD**

Consideration was given to a proposed design for the Willow Pond interpretation board along with costings (a copy of the quote and design is appended in the Annex to the Minute Book). At the same time, Members' attention was drawn to the Pound Lane pond and the work of the Countryside Volunteers in cultivating that area. Mr Bingham addressed the meeting and explained that the Pound Lane pond only needed ongoing maintenance of the wildflowers whereas Willow Pond required more work and that an interpretation panel at Pound Lane would enhance the area. The Clerk advised that there was Section 106 funding leftover which could fund the cost of a panel for Pound Lane. In

the discussions that ensued, Members agreed that waiting for the completion of the improvements to the Willow Pond area before designing an interpretation board would be the best way forward but that a panel should be organised in the meantime for Pound Lane pond. Whereupon, Councillor R Butcher proposed that the design submitted to the meeting be used for an interpretation panel at Pound Lane to be funded from the S106 money and the Willow Pond panel be commissioned after completion of the improvement works. This was seconded by Councillor S Wayland and **RESOLVED** unanimously.

**CF17. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC.**

That in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business being concluded, the Press and Public be re-admitted to the meeting.

It was proposed by Councillor R Butcher and seconded by Councillor A Knight that the press and public should be readmitted to the meeting.

Meeting closed at 7.50pm

Signed .....

Chairman.

THIS PAGE IS LEFT INTENTIONALLY BLANK



## Community Facilities

CF23

Objective	Responsibility	Actions	Response	Timescale	Owner
1. – To take forward plans for skate park extension / BMX or similar facility	Yaxley Parish Council	Identify costings and look into possible finance streams. The Clerk spoke with Chaz Hampson who repairs the skate ramp and he has said it would be possible to extend it – he would be willing to attend a meeting to explain options.	Work delayed due to Covid, Contractor having major issues sourcing materials and having steel work done. The skate park was vandalised in July and two areas of the skatelight were broken and temporary repairs have been ordered. In the meantime the harris fencing around the area is being damaged every night.	Ongoing	Community Facilities committee
2. – To consider the need for a new cemetery.	Yaxley Parish Council	Consider need, timescale, cost of providing a new cemetery. Councillor Gulson and the Clerk met in May 19 with Andy Moffat, Planning HDC to discuss the issue. Andy produced a S106 agreement for	Initial ground survey has been completed. Next stage is the planning application, O & H Hampton have been approached and have shared archaeology and ecology reports. The project is dependant on when the new housing development starts.	ongoing	Community Facilities committee

		Great Haddon which states that YPC to be offered an area of land opposite the existing cemetery for burials. The land would have services but the remaining work would be down to the Parish Council.			
3. - Football – pitch maintenance	Yaxley Parish Council	Pitches require general maintenance including being treated for weeds (outsource) and over seeding.	Additional maintenance work has been carried out on the adult pitches at Queens Park to remove the moss. All the goal mouths have been reseeded ready to reopen late August.	ongoing	Community Facilities Committee
4. Pooley Way/ Green Lane Open Space	Yaxley Parish Council	Open up area to improve the green space and investigate solar lights	Put on hold for the time being – any work would need to have police approval following ASB in the area	Area being monitored.	Community Facilities Committee`
5. Tree Survey/ Tree Work	Yaxley Parish Council	3 yearly tree survey and subsequent maintenance work.	The annual trees inspections were started in August and should be completed mid September.	ongoing	Community Facilities Committee

			22 trees will be planted from October onwards to replace those felled and as part of the Queen's green canopy project.		
6. Community Allotment	Yaxley Parish Council	Explore options for Whiteheads		Good communication between the Community Allotment and YPC.	Community Facilities Committee
7. Community Fridge	Yaxley Parish Council	Set up and run a Community Fridge	A new cupboard has been built in the pavilion which provides storage for the crates and a work surface.	ongoing	Community Facilities Committee
8. Bus Shelter Improvements	Yaxley Parish Council	To make provision to install/replace a new bus shelter every other year. To liaise with Stagecoach and Primesights regarding existing bus stops	Still no signs of the District Council improving the bus shelter opposite the shopping centre.		Community Facilities Committee

9. Anti Litter poster campaign	Yaxley Parish Council	To engage the schools in an anti litter poster competition.	Looking at a similar project for 2021/22 as part of the recycling project	Ongoing	Community Facilities Committee
10. Planters	Yaxley Parish Council	To trial flower planters around the village.	Four new planters have been well received and have brighten up the village. Looking to extend the project to include planters for the primary schools.	Planters installed in June and will be removed late September.	Community Facilities Committee
11. Bulky Waste Collection	Community Facilities Committee	To trial a bulky waste collection scheme	Bulky waste collection was held on 10 <sup>th</sup> July at Queens Park and was well used. Next event will be next summer.	Ongoing	Community Facilities Committee
12. Monday Coffee Club	Community Facilities Committee	Investigate alternative community uses for the Pavilion i.e drop in centre, reduce social exclusion, perhaps learn a new skill etc	Monday Coffee club reopened in August at the Pavilion.	Ongoing	Community Facilities Committee
13. To promote recycling in the community	Community Facilities Committee	Investigate ways of improving recycling and promote the concept of taking your litter home when out	The recycling of plastics on the recreation ground and Queens Park is going well with numerous water bottles from	Ongoing	Community Facilities Committee

			<p>football matches being disposed of in the bins.</p> <p>The monthly community litter picks need promoting more and engagement.</p>		
14. To improve playareas	Community Facilities Committee	Replace surfaces under play equipment which is showing signs of deterioration	<p>The annual playground inspection was carried out in May which flagged the need to replace some of the resurfacing and quotes are being obtained to do this.</p> <p>Sovereign are coming out to work on the disabled roundabout in September.</p>	Ongoing programme of work	Community Facilities Committee
15. To offer a monthly Repair Café in the Pavilion	Community Facilities Committee	To relaunch the Repair Café	Talks need to take place with existing volunteers. Additional volunteers would need to be found to help with the admin.	Ongoing	Community Facilities Committee



**YAXLEY PARISH COUNCIL – COMMUNITY FACILITIES COMMITTEE**

**DATE: 28<sup>th</sup> SEPTEMBER 2021**

**SUBJECT: TREE WORK**

**1. PURPOSE OF REPORT**

To be advised of the work identified as part of the annual tree survey.

**2. BACKGROUND**

The tree survey was completed this summer by a trained member of the Grounds Team. It is very satisfying that the level of work required is low which reflects the Council's ongoing tree maintenance programme.

**3. WORK**

The majority of work is the removal of lowly branches or lifting of crowns on smaller trees which can be undertaken by the Grounds Team. The work that will need to be done by a tree surgeon includes the pruning of branches on a lime trees at Apple Close to maintain channel for telephone, pruning of a group of ash trees overhanging a properties at Seaton Close and the removal of a black poplar in the Recreation Ground that has died.

The Parish Council has an Arboriculturalist that completes a general tree assessment every three years, the next one is planned for the summer of 2022.

**4. RECOMMENDATION**

That the report is received and its content noted.

**Helen Taylor – Clerk**