

**CLEVEDON TOWN COUNCIL**  
**SUB-COMMITTEE SALTHOUSE FIELDS TENNIS COURTS**

REPORT TO THE TOWN EVENTS & AMENITIES COMMITTEE OF THE MEETING HELD ON WEDNESDAY 13<sup>TH</sup> NOVEMBER 2013 AT 10.00 AM IN THE COUNCIL HOUSE, 44 OLD STREET.

PRESENT: Cllr G Watkins - Sub-Committee Chairman; Cllrs J Geldart, L Little, A Shopland

**STC/13/26 DECLARATIONS OF INTEREST**

There were no declarations of interest made at the meeting.

**STC/13/27 MINUTES**

The minutes of the Sub-Committee meeting held on 2<sup>ND</sup> October 2013 were approved and signed by the Sub-Committee Chairman.

**STC/13/28 LATEST INFORMATION FROM NSC**

Mr Darren Fairchild, NSC Seafronts & Events Service Manager, reported;

- NSC Community Investment Fund – grant to Clevedon Town Council in respect of Salthouse Fields Tennis Courts. Following assurances that the tennis courts would remain in the public domain it was unanimously agreed to award £15,000 as a one off pump priming grant to Clevedon Town Council towards fencing and nets for the courts. This has now been formally agreed by the Director of Development & Environment and the funding will be available when the lease and transfer date has been formalised.
- The Licence to Occupy awarded to Salthouse Fields Sports has expired and NSC will formally terminate the licence and request handover of the keys when the transfer date with Clevedon Town Council is confirmed.

**STC/13/29 ITEMS FOR CONSIDERATION FOLLOWING THE RESOLUTION OF FULL COUNCIL ON 30<sup>TH</sup> OCTOBER 2013 TO TRANSFER THE TENNIS COURTS TO CLEVEDON TOWN COUNCIL FROM NSC**

29.1 DATE OF TRANSFER FROM NSC AND AGREEMENT OF FORMAL PROCESS FOR TRANSFER

**RESOLVED:** Between 1<sup>st</sup> January 2014 and 31<sup>st</sup> March 2014 depending on the time taken by NSC Legal Department and the Town Council's Solicitor to agree the lease.

29.2 LEASE AND PAYMENT OF LEGAL WORK

**RESOLVED:** Mr Fairchild to instruct the NSC Legal Department to commence work on an addendum to the MUGA lease to include the tennis courts the lease to run for 10 years. NSC hopes to incorporate the Skate Park into this lease when it falls due for renewal in 2015. NSC to pay for their legal expenses. The Town Council will pay for their own Solicitor's charges only.

**Action: Darren Fairchild**

29.3 TO CONSIDER A PROFESSIONAL SAFETY ASSESSMENT OF THE TENNIS COURTS PRIOR TO THE TOWN COUNCIL TRANSFER OF OWNERSHIP

Following concerns raised by Contractors prior to the MUGA surface being installed, the Town Clerk had belatedly advised a professional safety assessment of the tennis courts surface be carried out prior to transfer. NSC made no guarantees about the condition of the courts which were being transferred as seen. NSC could not provide an in depth safety assessment but felt there were many other courts in North

Somerset in a similar condition used for tennis. The Sub-Committee hoped to improve the surface of the tennis courts as part of the second phase of works and feel that a professional safety assessment could be considered at that stage. Mr Fairchild advised that a notice stating that the courts were under the management of Clevedon Town Council and were to be used at players own risk should be erected and felt the Town Council may wish to take legal advice from their Solicitor. The courts would be included on the Town Council's public liability insurance. The Committee understands the Town Council public liability insurance is currently being increased.

**Action: Town Clerk**

**29.4 TO DRAW UP A SPECIFICATION AND TENDER DOCUMENTS FOR WORKS REQUIRING IMMEDIATE ATTENTION EG FENCING, SURFACING, NETS, SECURITY**

It had previously been agreed that the fencing, nets and net posts were the first priority.

**RESOLVED:** Mr Fairchild to provide details of the sports fencing erected by NSC last year at Salthouse Fields. It was agreed the fencing needed to be robust and similar to that used for the MUGA. Quotes for fencing between the courts should also be sought. This fencing did not need to be of such a high standard. Contractors should view the site before submitting their quotations.

**29.5 TO COMPILE ACCURATE COSTINGS TO ENABLE BUDGET SETTING FOR 2014/15 AND CONSIDERATION OF OTHER FORMS OF FUNDING IE A GRANT APPLICATION TO SPORT ENGLAND**

**RESOLVED:**

1. To obtain three quotations for the fencing;
2. Quotations for replacement nets and net posts as required;
3. Quotations for an entry system, although it was generally felt initially for a period the courts should be free to encourage people to use the courts again;
4. Other costs to be taken into account would be the Town Council Solicitor's charges (see 29.2 above); Periodic inspections by the Ranger Service as is the case for the Skate Park and will be for the MUGA.
5. It was felt maintenance (sweeping of courts etc) and administration re bookings/emptying of entry system should not be included at present as it was hoped volunteer help could be found.
6. To obtain further information from Sport England to ascertain whether a grant application could be made for the next phase of the works.
7. To investigate other sources of funding.

**Action: Sub-Committee Chairman and Deputy Town Clerk**

**29.6 JOINT PRESS STATEMENT BY NSC AND CTC ON FUTURE OF TENNIS COURT**  
Mr Fairchild made the above suggestion.

**RESOLVED:** The public should be informed that the courts are being retained for community sports use and there should be an indication of the timescale for the transfer and the works.

**Action: Darren Fairchild and Town Clerk**

10.38 am Mr Fairchild left the meeting

**STC/13/30 TO AGREE ITEMS FOR CONSIDERATION AT THE NEXT MEETING OF THE TEA COMMITTEE ON 4<sup>TH</sup> DECEMBER 2013**

On the advice of the Deputy Town Clerk;

**RESOLVED:** To agree a budget for the next financial year. TEA Committee to approve quotations for the first phase of works to be carried out see 29.5 above.

**STC/13/31 TO REVISE THE TERMS OF REFERENCE FOR THE SUB-COMMITTEE FOR APPROVAL BY THE TEA COMMITTEE**

**RESOLVED:** The Sub-Committee Chairman and Deputy Town Clerk to revise the draft terms of reference for consideration at the next meeting of the Sub-Committee.

**STC/13/33 TO ARRANGE DATE OF NEXT MEETING**

**RESOLVED:** Monday 16<sup>th</sup> December 2013 at 10.00 am.

The meeting finished at 10.45 am

APPROVED AS A TRUE RECORD

CHAIRMAN:.....

DATE: .....