

WHATTON IN THE VALE PARISH COUNCIL

[Rushcliffe Borough Council, Nottinghamshire]

Clerk: Mike Elliott + 19/21 Main Street + Keyworth + Nottinghamshire + NG12 5AA
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MEETING NOTICE

The next **MEETING** of the **PARISH COUNCIL** will take place on **FRIDAY May 29th 2020** and will be held **Remotely (using ZOOM)** and will start at **6.00 pm**.

Members of the public are welcome to attend and instructions on how you can attend are on the Parish Councils website (www.whatton.org) menu option Parish Council | Meetings | Remote Meetings Protocol. However, under the authority of Standing Order 70 the Chairman has ruled that there will be no Open Session and members of the public may only observe and must not speak or otherwise disrupt the meeting.

The agenda for the meeting is:

1. Apologies for Absence
2. Declarations of Interest
3. Minutes of the Meeting held of 28th April 2020 for approval – already distributed to members and available on the Parish Council website.
4. Clerk's Report – Verbal update.
5. Verbal report from the Borough and County Councillors – if available
6. Correspondence (if any)
7. Playing Field
 - a. Motion to authorise the Clerk to sign the agreement with Aslockton and Orston Football Club re: the improvement to the football pitch – full text of the motion is included with this Notice.
 - b. Verbal report from Councillor Grocock
8. Planning Matters
 - a. Verbal report from the Clerk re: Approved Applications.
9. Footpaths
 - a. Verbal Report from Councillor Redford
10. Finance
 - a. Accounts for Payment – to be circulated
 - b. Annual Accounts for 2019/2020 for acceptance – delivered by post to all members/
11. Environment
 - a. Queen's Wood – verbal update (if NY) from Councillor Faulconbridge..
12. Casual Vacancy
13. Agenda items for the next meeting on June, 23rd 2020

Mike Elliott

Clerk to Whatton in the Vale Parish Council

April 20 2020.

WHATTON-IN-THE-VALE PARISH COUNCIL

Gregg Redford

MOTIONS FOR THE PARISH COUNCIL MEETING MAY 2020

BRIEFING NOTE

1. Introduction

This document contains motions (s) requiring a decision by the Parish Council at the meeting of the 29th May 2020.

2. Motions

2.2 Agreement with Aslockton and Orston Football Club in respect of improvements to the Football Pitch.

2.2.1 Reason for the motion.

Aslockton and Orston Football Club has secured funding from the Football Association to improve the playing surface of the football pitch.

The agreement is between the parish councils (as the site freeholders) and Aslockton and Orston Football Club ('the Football Club').

The agreement does not confer any rights whatsoever over any portion of the playing field or inhibit the use of the field by any other users. Control over whether a pitch is 'playable' remains with the Field Manager (Committee). It does commit the Football Club to improving the pitch (with funds proved by the Football Association). There is a note in the preamble to the agreement in the following terms: *'The site owner is encouraged to ensure that the Football Club partner has priority access to pitch bookings.'*

The Committee consider the agreement to be in the best interests of Trust, in that an improved playing surface and 'regulation' goalposts will enhance the suitability of the pitch at no cost to the Trust.

On that basis the Agreement is recommended to members.

2.2.2 Motion.

Proposed by Councillor Redford and seconded by _____.

That the Parish Council authorise the Clerk to sign the Agreement as tabled.

INTRODUCTION

This agreement has been developed to guide both site owners and site users (football clubs) who wish to work in partnership to improve the quality of the Grass Football Pitches. It aims to set out the responsibilities of a Club wishing to improve grass football pitches where the pitches are under different ownership such as a Local Authority, School, Town and Parish Councils. It is important for all partners to work together to achieve the common goal of improving the quality of Grass Football Pitches

This agreement relates **only** to the improvement of the grass football pitches at the **named site**. Other agreements may exist for other facilities on the site and they might be subject to other agreements.

ETHOS AND PURPOSE OF THE AGREEMENT

To establish an agreement setting out the roles and responsibilities of each partner to enable them to achieve common aims and objectives to improve the quality of grass pitches at Whatton & Aslockton playing field site.

It will set out the role of the Football Club and its contractors and the information required by the Site Owner so that additional maintenance procedures to be carried out safely.

This agreement can be varied to best meet each partner needs and should be used to develop a clear understanding of roles and responsibilities and should be developed in good faith and used as a working partnership document.

The Football Club in the agreement has agreed to sign up to receive Football Foundation Grant Aid for the duration of 10 years to improve the quality of the Grass Football Pitches at the named site.

GENERAL CONTEXT OF PARTNERSHIP AGREEMENT

This agreement is **not a lease**, it is an agreement for the named club to carry out additional maintenance procedures to improve the quality of pitches at Whatton & Aslockton playing field site. The site owner is encouraged to ensure that the Football Club partner has priority access to pitch bookings.

THIS AGREEMENT is dated.....

BETWEEN:

- (1) Site Owner – Whatton in the Vale Parish Council and Aslockton Parish Council
- (2) Football Club – Aslockton & Orston FC

Aslockton & Orston Football Club to be signing up for a period of up to 10 years to the Football Foundation to use their best endeavors to improve the grass pitches at Whatton & Aslockton playing field site, Dark Lane, Whatton, Nottinghamshire

1. KEY CONTACTS

- (1) Key Contact for Site Owner – Field Manager Whatton & Aslockton Playing Field Trust Management Committee, Dark Lane, Whatton, Nottinghamshire. Adrian Curzon – adrian_curzon@live.com
- (2) Key Contact for Football Club – Aslockton & Orston FC, Orston Recreation Ground, Spa Lane, Orston, Nottinghamshire. Martin Hallam (Chair) - martin.hallam@btinternet.com

2. KEY INFORMATION

- (A) Whatton in the Vale Parish Council and Aslockton Parish Council are the joint owners of Whatton & Aslockton playing field by the way of Freehold or Leasehold
- (B) If leasehold, please state the length of the lease – N/A
- (C) The football pitches at Whatton & Aslockton playing field are used by Aslockton & Orston football club on Saturday afternoons only.
- (D) The parties enter into this agreement in order to set out the terms upon which the Club shall engage a contractor to carry out works or carry out the work to improve the quality of the grass football pitches.
- (E) It is advised that the partners in this agreement meet regularly and agree a reporting system to ensure that each partner is kept informed of works.
- (F) It is the responsibility of the Field Manager to determine as to whether the field (and pitch) is suitable for use.

3. THE SITE

A pitch layout plan of the Whatton & Aslockton playing field site is attached in the Initial PIP Report (attached).

4. KEY PARTNER ROLES

(A) Site Owner

The site owner is responsible for the following:

- Giving its permission for Aslockton & Orston football club to carry improvement works to the pitches on Whatton & Aslockton playing field as set out the Grass Pitch Assessment report (and in line with their funding agreement with the Football Foundation – delete if not applicable).
- The site owner shall provide an agreed schedule of maintenance to the club that clearly outlines the tasks and frequency for what the site owner is responsible for on an annual basis.
- If the site is accessible to the general public, the Site Owner is responsible for maintaining the relevant public liability insurances.
- The site owner will grant its permission to the Football Club to performance test the pitches using the **Football Foundation’s Digital Assessment Tool**.
- The site owner will discuss any additional site user/ booking requests with the club to ensure that the football pitches aren’t being overplayed and the club can continue to meet the required performance standard.

(B) Site Owner Current Maintenance Procedures

Description of Task	Frequency
Grass cutting	Weekly (Summer)
Grass cutting	When Required (Winter)

(C) Football Club

The football club is responsible for the following:

- Providing an annual schedule of football pitch maintenance works required that are in addition to what is carried out by the site owner.
- Ensuring that the tasks required are carried out in accordance with the IOG recommendations and are performance tested using the pitches using the Football Foundation’s Digital Assessment Tool.
- Ensure that all works are carried out by club officials or specialist maintenance contractors are in line with current Health and Safety practices.
- Ensure that it keeps accurate records of specialist maintenance contractors commissioned to carry out any pitch improvement works – **Insurance, Method Statement, Risk Assessments, Product Details and Specifications and Safeguarding Certificates (DBS)**.
- Ensure that the Site Owner is supplied with the following information from specialist maintenance contractors before any work takes place:

Insurance: The contractor ensures that it always has adequate public liability insurance in place, and it provides a copy of such insurance policies. Recommend £10 million worth of cover.

Method Statement: To ensure contractor method statements are in place for all tasks associated with any works to be undertaken, and to provide on request a copy of such method statements.

Risk Assessment: To ensure risk assessments are in place for all tasks associated with any works to be undertaken and provides a copy of such risk assessments.

Operative Qualifications: It is the contractor's responsibility to ensure that its employees are suitably qualified and training to carry out the planned maintenance procedures. The contractor is required to provide evidence of qualifications for its employees.

Product details/specification: To ensure a detailed specification is in place for **ANY** products that are to be applied during any works undertaken, and to provide on request a copy of such product details/specifications to the site owner.

Safeguarding: In some cases when working on Local authority or School Sites, contractors will be asked to provide evidence of DBS check of its operatives.

(D) Football Club Additional Maintenance Procedures

Give an overview below the current maintenance procedures carried out by the football club (this should include the guidance given in the Pitch Advisors report).

Description of Task	Frequency
NONE	NONE

A copy of the Grass Pitch Assessment Report is attached in **Appendix B**.

5. Payment of the Planned Additional Maintenance Procedures

Aslockton & Orston Football Club has received a Football Foundation Grant towards carrying out additional works set out above and detailed in the Grass Pitch Assessment Report.

Aslockton & Orston Football Club is responsible for paying the contractor to carry out the works agreed.

The Football Club should agree with the Site Owner the most cost-effective solution to make this payment.

6. Changes to this Agreement

This agreement can only be changed with full consultation of all partner agencies and should be done in consultation the relevant County Football Association and the Football Foundation.

This agreement will be subject to review every twelve months, with the first review due to take place on

Signed by Site Owner:

Signed by the Clerk of Whatton-the-Vale Parish Council under the authority of a Resolution of Whatton-in-the-Vale Parish Council made on the 29th May 2020.

Name:

Date:

Signed by the Clerk of Aslockton Parish Council under the authority of a Resolution of Aslockton Parish made on the 9th June 2020

Name:

Date:

Signed by Football Club:

Name:

Date:

