

# Playing Field Development Working Group

## Minutes

Of the meeting held on Tuesday 6<sup>th</sup> March 2018  
at the Village Hall, Boston Spa, at 7.00 pm



1.	<p><b>Present:</b> Cllrs. Kevin Alderson, Carol Taylor, Vivienne Skinner, Keith Jackson, Jon Beeson, Lynne Milner, Michael Collinson. Apologies: - Scott Courts, Marina Heum</p>
2.	<p><b>Feedback from the Extraordinary Parish Council meeting 5<sup>th</sup> March 2018</b> The Parish Council held an Extraordinary meeting to agree the revised tender document for Phase 1 of the Stables Lane Development Project. The document was approved by the Council and will now be publicised.</p>
3.	<p><b>Additional Tasks</b> Kevin's paper setting out additional tasks was discussed: -</p> <p><b>Further Engagement Plan</b> <b>Local Residents</b> – Now the tender document is about to be issued, it was agreed a letter should be sent to all the residents living in Stables Lane and The Close who may be affected by Phase One. The letter will provide information on the timescale for the work; where they can see the plans and other updates, and to provide a named contact. <b>Action:</b> Vivienne to draft and circulate for comments. <b>Allotment holders</b> - Similar letter to be issued to allotment holders. <b>St Mary's School</b> - As the school most affected by the plan, a direct approach to be made to the School Head and Governors with details of the plan and to encourage support and involvement. <b>Action:</b> - Kevin and Scott. <b>Other Schools</b> – The same approach to be adopted to contact: - St Edwards, Primrose Lane, West Oaks, St John's, Martin House, and pre-school nurseries in the village. <b>Other Groups</b> – To directly contact as many other groups as possible, offering presentations, to raise awareness and encourage involvement. Kevin is giving a presentation to the WI on 7<sup>th</sup> March. <b>General</b> – All groups and wider residents to be made aware of restricted access to the field while the work is ongoing.</p> <p><b>Re-naming Stables Lane Playing Field</b> Suggested presenting a selection of names (up to 4) to the Community and asking them to vote. A further option is to ask for a donation of £1 with each vote, with all money raised going towards specific items for the new development.</p> <p><b>Introduction of a Friends of Stables Lane Group</b> Although the Parish Council has responsibility for the land and has funded Phase One, the new development will need to be actively managed and developed further. To support the Parish Council in this the view is for the current Stables Lane Development Group to transition into a "Friends" Group to be run along similar lines to the Village Hall Committee. The Parish Council has developed a protocol on working groups/committees and this will be used to inform the governance of a future group. It will be important to attract new members to the Group through publicity and presentations</p>

	<p>to residents and other groups in the village.</p> <p><b><u>Further Village Publicity and Engagement</u></b>  A communication plan to cover ongoing progress; encourage use and ownership of the facility, and a programme of events to be developed.  <b>Communication</b> – to start with the announcement of the issue of the tender document; then the timetable of work.  <b>Launch Event</b> - To formally open the new facility in early autumn with a “Walk the Path” event to encourage as many people as possible to walk at least one circuit of the path.</p> <p><b><u>Fundraising – Phase Two</u></b>  Groundworks will be asked to revise and re-issue the plans for Phase Two and beyond so that the group can start to identify potential funding streams.</p>
4.	<p><b><u>Any Other Business</u></b>  Keith mentioned that St Mary’s had recently applied for permission to install a running track within the school grounds. They had successfully applied for Charity funding to support the project, with funding approved provided the facility was made available to the wider community.  The School project does not duplicate the Stables Lane facility, although it did highlight that the group and the Parish Council needs to be alert to other projects/developments in the village where it may be an advantage to consider a joint approach.</p> <p>Kevin had received a letter asking if car parking spaces would be allocated between Tennis, Bowling, and general users. The group did not see a need to allocate spaces.</p>
5.	<p><b><u>Dates for future Meetings</u></b>  The next meeting will be Tuesday 17<sup>th</sup> April 2018, 7:00pm in the Committee Room, Village Hall.  (meetings are the Tuesday following the Parish Council meetings)</p>