

## **BURES SPORTSGROUND COMMITTEE**

Kevin B. Money  
Clerk Bures Sportsground Committee  
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### **Notice of Sportsground Committee Meeting**

The Press & Public are welcome to attend

Dear Member

You are hereby summoned to attend a meeting of the Bures Sports Ground Committee on Thursday 1<sup>st</sup> May 2025 in the **Committee Room**, Bures Community Centre at 7.30pm.

#### **AGENDA**

- 1. Apologies for absence**
- 2. To ratify the appointment of the new clerk Mr. Kevin B. Money as from 1<sup>st</sup>. April 2025**
- 3. Register of Interests and Dispensation Requests** To receive any 'Pecuniary' and 'Non-pecuniary' interests and Dispensation requests
- 4. Public Forum** 15 minutes maximum public participation. 3 minutes for individual contributions unless agreed by the Chair. The public are invited to give views and question the Committee on issues on this agenda or raise issues for consideration of inclusion at future meetings.
- 5. Minutes** of the meeting of 13<sup>th</sup> March 2025 to be confirmed and signed as a correct record (previously circulated).
- 6. Matters arising which do not appear elsewhere on the agenda**
  - a. Areas of responsibility Bures Community Centre and Bures Sportsground Committee
- 7. Police and Anti-social behaviour**
  - a. PSPO Update – update from Rachael Young, Community Safety Manager for Babergh, re whether the PSPO has been to senior management and the nature of the support this year.
  - b. Eyes Artwork Project – update from PC McKenna and PC Ramdhanie
  - c. CCTV – Update from Cllr Norton

**8. Projects**

- a. Skateboard project – Grant update

**9. Car Park**

- a. Update on the completion of the yellow hatched box by Kevin Baxter

**10. Football Club Matters**

- a. Bleed kit cabinet

**11. Cricket Club Matters**

**12. Tennis Club Matters**

**12. Correspondence**

**13. Events / Bookings**

- a. Bures Primary School Summer Fete – 7<sup>th</sup> June 2025
- b. BMF 2024 – 9<sup>th</sup>– 13<sup>th</sup> July 2025  
Including set up and clear up – 5<sup>th</sup> – 14<sup>th</sup> July 2025
- c. Coracle Event – 9<sup>th</sup> August 2025
- d. Sudbury 2 Sea – 13<sup>th</sup> September 2025

**14. Finance**

- a. Finance & Budget Monitoring Report – circulated
- b. To note bank reconciliation report and verifying bank statements – circulated to be signed by Chairman and non-signatory member.
- c. Bures Joint Sportsground Committee - Registering as an employer with HM Revenue and Customs (HMRC) – Update
- d. Insurance – Renewal May 2025
- e. Food vendor payments

**15. Audit Matters**

- a. Internal Audit 2024-25 – update
- b. External Audit 2024-25 – PKF Littlejohn update

**16. Policies**

- a. Safeguarding Policy – New DSL and Training

**17. Sports Ground Inspections and maintenance**

- a. Councillor’s report – Cllr Jones

- b. To report on items raised from previous inspections
- c. Play Inspection Company Report
- d. Items requiring maintenance
  - Ball stop net
- e. Maintenance checks
- f. Volunteer tasks
- g. Overhanging branches on the river

**18. To report on Contract works**

- a. To report on works completed: grass cutting, grounds maintenance
  - Probationary period of new contractors - June
- b. Operational Inspection reports - circulated

**19. Brief information & exchange for next agenda items**

Date of next meetings: 3<sup>rd</sup>. July 2025 to be held at Bures Community Centre, Nayland Road at 7.30pm

Future dates booked: 4<sup>th</sup> September 2025, 6<sup>th</sup> November 2025

Signed: *Kevin B. Money*

Dated: *24<sup>th</sup>. April 2025*