

## BURES SPORTSGROUND COMMITTEE

Chair: Gill Jackson

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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 **Monday 7<sup>th</sup> July 2025** in the **Committee Room**, Bures Community Centre at 7.30pm.

#### AGENDA

1. **Apologies for absence**
2. **Election of Chair and Vice-chair for the year July 2025-July 2026**
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 1st May 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
  - b. Copper Beech from Perrywoods Nursery
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
  - d. Any incidents to report
8. **Projects**

- a. Skateboard project – progress  
Youth Shelter

**9. Car Park**

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

**10. Football Club Matters**

- a. Bleed kit cabinet

**11. Cricket Club Matters**

- a. Outfield mowing

**12. Tennis Club Matters**

**12. Correspondence**

- a. Noah's Ark

**13. Events / Bookings**

- a. Bures Primary School Summer Fete – 7<sup>th</sup> June 2025 was postponed – new date?
- 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. Insurance – Cllr Jackson rang Gallagher for clarification regarding the 3 year deal. The premium will remain the same. The increase will be the rate of inflation so typically 3-5% annually at current rates. 3 year deal agreed in line with minutes of the last meeting.
- d. Food vendor payments – Brittens Bites now paying £10 a week regardless of attendance. White Gold ?

## **15. Audit Matters**

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

## **16. Policies**

- a. Safeguarding Policy – Cllr Giles to report on training received
- b. Standing Orders and Financial Regulations
- c. Risk Assessment update

## **17. Sports Ground Inspections and maintenance**

- a. Councillor's report
- b. To report on items raised from previous inspections
- c. Play Inspection Company Report
- d. Items requiring maintenance
  - Ball stop net, Zip line
- e. Maintenance checks
- f. Volunteer tasks - Car park hedge and Millennium oaks work completed. Don Loveless bench, oak benches
- 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 – decision to be made
- b. Operational Inspection reports - circulated

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

Date of next meetings: 8<sup>th</sup> September 2025 to be held at Bures Community Centre, Nayland Road at 7.30pm

Future dates booked: 10<sup>th</sup> November, 12<sup>th</sup> January 2026, 9<sup>th</sup> March 2026