

BURES SPORTSGROUND COMMITTEE

Minutes of the Meeting held on **Monday 17th November 2025** in the **Garrad Room**, Bures Community Centre at 7.30pm.

Present: Cllr Jackson (in the chair) Cllrs Jones, Norton and Giles Bures St Mary and Cllrs Welch and Keeble-Fox, Bures Hamlet. Chris Crace, Bures Cricket Club and three members of the public.

1.11.25 Apologies for absence Richard Shackell, holiday, Philip Gough, Tennis Club and Glen Taylor, Football Club.

2.11.25 Register of Interests and Dispensation Requests

No 'Pecuniary' and 'Non-pecuniary' interests and Dispensation requests received.

3.11.25 Public Forum Nothing raised

4.11.25 Minutes of the meeting of 8th September 2025 were confirmed and signed as a correct record (previously circulated).

5.11.25 Matters arising which do not appear elsewhere on the agenda

a. Copper Beech from Perrywoods Nursery

Cllr Norton reported that, despite his watering the tree over the Summer, it was not clear whether it would survive. He suggested waiting until the Spring. It was agreed that, as Perrywood had insisted on the tree being planted at an inappropriate time of year, if the tree died the committee would contact them and let them know.

6.11.25 Police and Anti-social behaviour

a. Arson attacks: Four either on the Sportsground or off Wharf Lane leading to the ground. Mon 8th Sept – dog waste bin, Tues 9th Sept Cricket Club Pavilion Tues 30th Sept - Churchyard from Wharf Lane; Sat 4th Oct Fence in Wharf Lane, Tues 7th Oct Egg Stand Cuckoo Hill. Prior to these events, there had been a fire set at the dead hedge in Jubilee Grove.

A new large metal dog waste bin has been installed to replace the one burnt in the fire.

b. CCTV In response to the police request for the CCTV images on 9th Sept, the Sportsground Committee paid for the I-HT engineer to attend at a cost of £134.99

c. PSPO and dog fouling offence Update – Rachael Young, Community Safety Manager for Babergh reported ongoing discussions at Babergh regarding the proposed PSPO. Rachael passed the enquiry about fines for dog fouling to James Buckingham who has sent stickers warning of the possible fine of £1,000 to be displayed on the rec.

d. Eyes Artwork Project – is not being pursued by Suffolk Police

7.11.25 Skateboard Project

a. Play Inspection Company post installation report

An inspection was booked with PIC at a cost of £295. Alan Lingley checked the site on 20th October. The report found low or very low risk for the items on site. The report was circulated to all councillors. A detailed account of the process of deciding the details of the project and its execution was also circulated to all councillors.

b. Playquip remedial work

Following the adverse comments on the Beautiful Bures Facebook page, the Chair and Vice Chair, together with Cllr Jan Aries, Chair of Bures St Mary Parish Council, met Peter Sander on site on 20th October. At the meeting on 18th August, Peter had given assurances that, if there were any issues Playquip would work with Bures Sportsground Committee to resolve them. The paint, concrete expansion joint and rough areas of concrete had been raised at the August meeting. The expansion joint had been monitored. Peter agreed that his team would clean up the joint and fill it, would grind the rough areas to make them smoother and would repaint the flaking paintwork.

The work on the metalwork – repainting the original sections, making drainage holes and treating corrosion under one of the original pieces took place on 17th November. Weather permitting, the grinding smooth of the concrete, the work on the expansion joint and the repainting of the fun box is due to take place on 18th November.

The Sportsground Committee had responded to the suggestion to trim back the hedge, cut the protruding bolts and provide additional signage.

Concern was expressed by Cllr Giles and a member of the public regarding the rough surface of the concrete. It is hoped that the grinding will improve this.

Cllr Welch had investigated a product, Evercrete Retrofluid, which would protect the concrete from deterioration and help to smooth the surface after grinding.

The new red Topsy bin had been vandalised. Nigel Norton had swapped the bin for a green metal bin from the play area to avoid this happening again.

8.11.25 Football Club Matters

a. Maintenance of pitches – a quote of £270 per pitch for Verti-draining was received from JPB Landscapes. Glen Taylor requested a cost for all pitches. It was agreed that the Sportsground Committee would pay £270 for the treatment to the main pitch.

9.11.25 Cricket Club Matters

a. In light of the loss of the Cricket Club pavilion it was felt that any financial support for the Cricket Club should be towards the new pavilion. Chris Crace reported that the club had already made good progress with the funds needed for the rebuild but that further grants would be needed. He will liaise with the Sportsground Committee regarding an application to the Enoverf fund. As the Sportsground Committee is funded through the parish councils it was agreed to wait until the councils had met and decided how best to support the rebuild before deciding on any financial support from the Sportsground Committee.

b. Plans for the pavilion. Rupert Tozer and Aaron Keeble presented the Cricket Club's ideas for the new pavilion. The proposal is for a building 10% larger than the original on the same site. The building will be turned slightly to face the pitch and will be slightly further from the path to allow parking behind the building. It will include the groundsman's sheds and the existing ones will be removed. The building will have a picket fence as had the original and a verandah with oak post. The original lettering Bures Cricket Club will be above the doors and a clock in memory of Hugh Thornton in the apex. The plan is for the building to be tiles rather than thatched and the walls to be block with timber cladding. There will be bi-fold doors across the front with roller shutters to cover these when the pavilion is not in use. Internally the building will have a central space to accommodate two teams with a kitchen/bar behind. There will be two changing rooms with showers and separate toilets.

The meeting was in favour of the plans as presented. The Cricket Club will now have architect's plans drawn up ready for a planning application. It is hoped that the project will be complete by the 2027 season.

10.11.25 Tennis Club Matters

- a. New signage regarding the misuse of the courts. It was agreed that the sign making it quite clear that no wheeled equipment of any sort should be used on the courts be purchased at a cost of £39.00.
- b. Maintenance work The work did not take place on 7th November. A visit has been rearranged for Wednesday 19th from 12. The cost will be as budgeted - £340.

11.11.25 Correspondence

- a. Concern regarding position of Britten's Bites trailer. An anonymous letter was sent to the Chair of Bures St Mary Parish Council expressing concern regarding the field gate being blocked by Britten's Bites on Wednesday evenings. A new sign has been put up to the left of the gate. Tracey Britten has explained their Risk Assessment and Nathan has purchased a new vehicles which will fit in the allocated slot without blocking the gate. This will be in use in the Spring. The meeting approved the Risk Assessment for Food Vendors with contracts to operate in the car park. The Chair agreed to speak to Tracey of Britten's Bites again on Wednesday.
- b. Memorial benches. Progress on the installation of new oak benches has been delayed due to the incidence of fire setting.
- c. The status of the Pickle Ball group was queried. Mrs Butcher, who co-ordinates the group, informed the Chair that the status had not changed. It is a satellite group of the Essex Pickleball Club, which means they have the benefit of insurance cover. The Bures group does not hold a bank account. Mrs Butcher agreed to send a copy of the insurance for the Sportsground Committee to hold on file.

12.11.25 Events / Bookings

- a. Sudbury 2 Sea – 13th September 2025 – The River Stour Trust were happy with arrangements although some participants arrived too late to access refreshments at the market.
- b. Bures Music Festival 8th – 12th July 2026.

13.11.25 Finance

- a. Finance & Budget Monitoring Report – circulated
- b. Bank reconciliation report and verifying bank statements –signed by Chairman and non-signatory member.

14.11.25 Budget

- a. The 3 year draft budget and requests for precept from the Parish Councils was agreed. There were questions on whether £6,000 would be sufficient for the clerk's salary and also concern that recycling credits may be reduced when kerb-side glass collection commences in April. It was agreed that it was likely that only one bottle bank would be needed and this may mean that two paper and card banks and an additional textile bank could be accommodated.
- b. Rents – it was agreed that contributions from the Tennis club and Pickle Ball players towards the cost of maintenance of the courts will be discussed before the new financial year.

15.11.25 Audit Matters

- a. Internal Audit 2025-26 – BB Associates engagement letter
- b. Internal Audit 2025-26 – new date for monitoring meeting 24th November.

16.11.25 **Policies** none to consider.

17.11.25 **Sports Ground Inspections and maintenance**

a. Councillor's report – Oliver Giles. It was reported that the new concrete at the wheeled sport area had cracked. It was explained that the cracks were only surface and were due to the temperature being over 30 degrees when the concrete was laid. It is hoped that the grinding will remove some of these cracks.

The basket ball hoops need new chain nets and it was agreed that these should be provided. Several pieces of play equipment need painting. Cllr Giles kindly agreed to undertake this work if the paint was provided. This work will take place in the Spring.

b. To report on items raised from previous inspections – the main concern of late has been the edges of the wet pour safety surface in both play areas. Playquip and Caloo were asked to quote for the remedial work.

Playquip quoted £6,576.41 and Abacus for Caloo £5,933.00. The Playquip quote included the reduction of the concrete edging with the wetpour then level with the grass. With the edging in place shrinkage is likely again within 2-3 years. Caloo felt the edging was required. The meeting agreed with the plan to reduce the concrete as proposed by Playquip.

The roundabout bearings need replacing. Playquip quoted £568 and Wicksteed £847.56. It was agreed that Playquip be asked to carry out the work.

c. Play Inspection Company Report – trip hazards see b. above

d. Items requiring maintenance - Despite being washed down in September, the Coronation shelter is muddy again. This is due to football being kicked against and into it. The suggestion that youngsters from the Football Club be asked to wash it down will be put to Glen Taylor.

e. Volunteer tasks – Ken Jackson replaced and painted the cill in the Coronation Shelter. Cllr Giles offered to paint the play equipment in the Spring.

18.11.25. **To report on Contract works**

a. To report on works completed: grass cutting, grounds maintenance. The area to the right of the Millennium path from the car park is becoming overgrown. Rhett Mills to be asked to mow/strim.

b. Operational Inspection reports – circulated. Items previously identified by Nigel Norton – roundabout bearings and safety surfacing are being acted upon.

19.11.25 **Brief information & exchange for next agenda items**

It was suggested that the youth shelter be situated near the wheeled sport area. There was doubt over whether there was sufficient space in that position. Near the Football clubhouse was also suggested. The Chair agreed to ask Glen Taylor his view on this.

It was also suggested that a new CCTV system was needed with a camera from the Football clubhouse down towards the Coronation shelter and wheeled sport area.

It was agreed that a quote be sought for the work to convert the traversing wall to one more attractive and easier to use. Views of young people will also be sought.

Date of next meeting: 12th January 2026 to be held at Bures Community Centre, Nayland Road at 7.30pm

Future dates booked: 9th March, 11th May, 13th July 2026