



Our ref: SS/VN

13 June 2023

Dear Member

You are summoned to attend Spennymoor Town Council's ordinary Meeting of the **FACILITIES & RECREATION COMMITTEE** to be held in the Council Chamber on **Tuesday 20 June 2023** on the rising of the Policy and Resources Committee.

**SPENNYMOOR TOWN COUNCIL**  
**FACILITIES & RECREATION COMMITTEE**  
**ORDER OF BUSINESS - Meeting to be held 20 June 2023**

The Council would like to advise that this meeting is being audio and video recorded and will subsequently appear on the Council website. If you decide to remain in the room, it will be taken that you have given consent, for both yourself and any other person you are responsible for, to be recorded as stated. Could I ask that all mobile devices are either switched off or to silent during this meeting.

1. **Apologies for Absence** - To consider for approval.
2. **Declarations of Interest** - to note declarations of interest from Members on any items on the agenda.
3. **Members Dispensations** - to consider written requests for dispensations from Members who have declared interests under Disclosable or Non-Disclosable pecuniary interests – Section 33 of the 2011 Localism Act in accordance with Standing Order 14
4. **Public Participation** - members are requested to consider any questions from Members of the Public in accordance with Standing Order 13.
5. **Annual Football Pitch Application and Charges (enclosed)** – to consider report.
6. **Request from Tudhoe & Spennymoor History Society (enclosed)** - to consider report.
7. **Allotment Update (enclosed)** – to consider report.

Samantha Shippen  
Interim Town Clerk  
13 June 2023

To: **Chair – Cllr S Armstrong**  
**Vice-Chair – Cllr R Riches**  
**All Members of Spennymoor Town Council**  
**cc Public Notice**

## SPENNYMOOR TOWN COUNCIL

## FACILITIES AND RECREATION COMMITTEE

20<sup>TH</sup> JUNE 2023

## ANNUAL FOOTBALL PITCH APPLICATIONS AND CHARGES

**1. PURPOSE**

- 1.1 For Members to consider the current football pitch applications.
- 1.2 For Members to decide whether they wish to charge the agreed fees or continue to waive them for teams from Spennymoor.
- 1.3 To decide whether football teams from outside the parish which use the pitches are charged fees, to mitigate costs to parish taxpayers.

**2. BACKGROUND**

- 2.1 The Council on an annual basis allocate and hire out football pitches across the parish.
- 2.2 For several years now the Council has made the decision not to charge for the pitches. This has led to Officers receiving requests from teams outside the Spennymoor area to play on pitches. The Council will always give priority to those football teams based in Spennymoor, as it is the taxpayers of Spennymoor, through their precept, who pay for the upkeep and maintenance of the pitches.
- 2.3 However, if the Council continue to waive the fees, there may be occasions when a pitch is available as no local team has requested to play on it and Members may wish to consider charging an outside team to mitigate the cost to the taxpayer of the upkeep and maintenance of the pitch.

**3. CURRENT POSITION**

- 3.1 The below table identifies the current or anticipated football pitch applications.

**2023/2024 SEASON**

<b>Football Pitch</b>	<b>2023-2024</b>	<b>2022-2023 APPLICATIONS</b>
<b>HIGH WHITWORTH</b>	Auckland Moors United FC <b>Saturday Morning 1 TEAM</b>	No applications received

<b>JUBILEE PARK</b>	Neil Adams Sports Bar <b>Sunday Morning</b> <b>1 TEAM</b>	Neil Adams Sports Bar <b>Sunday Morning</b> <b>1 TEAM</b>
<b>MIDDLESTONE MOOR</b>	Middlestone Moor FC <b>Saturday Afternoon</b> <b>1 TEAM</b>	Middlestone Moor FC <b>Saturday Afternoon</b> <b>1 TEAM</b>
	Middlestone Moor FC <b>Sunday Morning</b> <b>1 TEAM</b>	Middlestone Moor FC <b>Sunday Morning</b> <b>1 TEAM</b>
<b>TUDHOE</b>	Voltiguer <b>Sunday Morning</b> <b>1 TEAM</b>	Voltiguer <b>Sunday Morning</b> <b>1 TEAM</b>

#### **4. FINANCE \***

- 4.1 The hire charges were set for none Spennymoor teams by Members during the annual review of Fees and Charges, £194 was included as potential income in the agreed budget for 2023/24 in respect of Kirk Merrington pitch which is no longer useable. However, Spennymoor based teams were agreed to not have a charge.

#### **5. BIO-DIVERSITY IMPACTS**

- 5.1 N/A.

#### **6. CRIME AND DISORDER IMPACTS**

- 6.1 N/A

#### **7. PROPOSAL**

- 7.1 That Members note the current or anticipated applications for football pitch hire.
- 7.2 That Members decide whether to charge/waive the agreed fees and to decide whether non-Spennymoor based teams should pay a none parish fee rate.

#### **8. RECOMMENDATIONS.**

- 8.1 Members are recommended to note the proposals set out in section seven of the report and advise Officers of their views on charging.

**Colin Ranson**  
**Deputy Town Clerk/Commercial and Facilities Manager**  
**\* Amended by Samantha Shippen – Interim Town Clerk**

SPENNYMOOR TOWN COUNCIL

FACILITIES AND RECREATION COMMITTEE

20<sup>TH</sup> JUNE 2023

REQUEST FROM TUDHOE & SPENNYMOOR HISTORY SOCIETY REPORT

**1. PURPOSE**

- 1.1 For Members to consider the request from Tudhoe and Spennymoor Local History Society.

**2. BACKGROUND**

- 2.1 The Council own the land at Tudhoe village green, therefore any request relating to his area must in the first instance have permission from the Town Council.

**3. CURRENT POSITION**

- 3.1 The Council have received a request from Tudhoe and Spennymoor Local History Society advising us of a project in which the society are working on, in collaboration with the Archaeology Department of Durham University.
- 3.2 The letter attached as **Appendix A** details their proposals for members consideration.
- 3.3 Officers from the Council have considered this request in advance of this meeting and can confirm that they have no issues with the project, and subject to members approval would be happy to support the project.

**4. FINANCE**

- 4.1 N/A

**5. BIO-DIVERSITY IMPACTS**

- 5.1 N/A.

**6. CRIME AND DISORDER IMPACTS**

- 6.1 N/A

**7. PROPOSAL**

- 7.1 That Members consider the request received.

**8. RECOMMENDATIONS.**

- 8.1 Members consider the request received and authorise officers to write to confirm the Councils views.

**Colin Ranson**

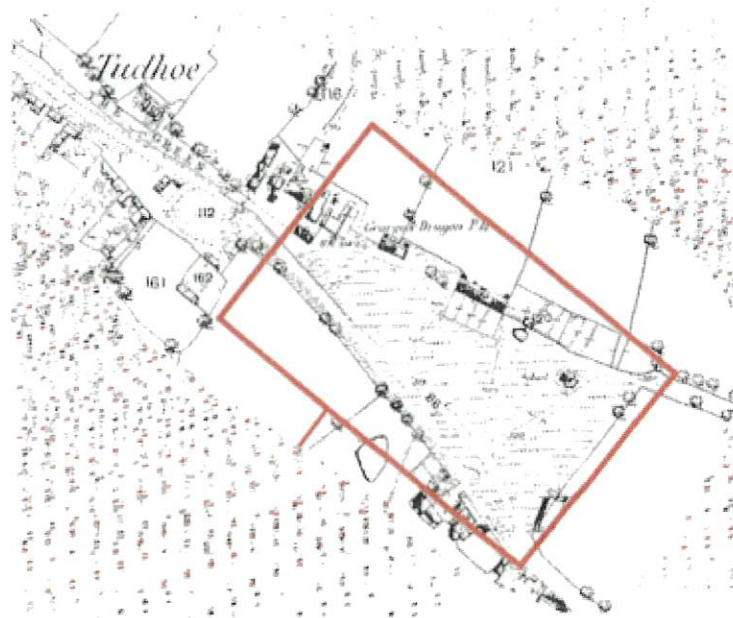
**Deputy Town Clerk/Commercial and Facilities Manager**

## APPENDIX A

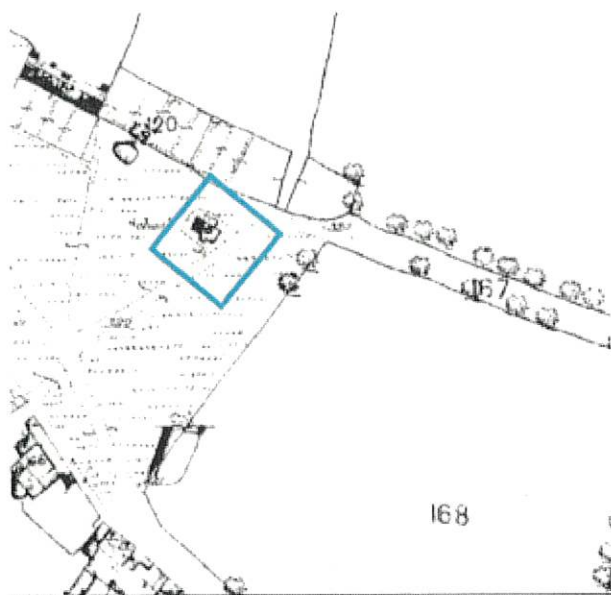
I am writing on behalf of Tudhoe and Spennymoor Local History Society to let you know about a project which the Society is working on in collaboration with the Archaeology Department of Durham University which involves research into the Tudhoe Village's origins and development with targeted archaeological surveys and small scale excavations.

In particular we would like to let you know about our proposals which relate to the village green at Tudhoe:

First: to carry out magnetometer and earth resistance surveys for the open areas of the village green in the general area edged in red on the plan below. These surveys would be undertaken with student volunteers from Durham University, volunteers from the Society and on the first survey, hopefully input/involvement from local schools.



Second: to carry out some investigations into the 19<sup>th</sup>-century school house which used to exist at the southern end of the main village green (to the east of the bus shelter) in the approximate position shown on the plan inset below (this is from the first edition of the Ordnance Survey map).



We are aware that your Council mows the grass on the village green and also maintains a few planters including two in close proximity to the site of the old school. I do not envisage any difficulty arising with the magnetometer and earth resistance surveys as these would not involve any intrusive work though it would be useful to know who to contact closer to the time to establish the intended days of mowing.

As for the investigations as to the old school it is intended that one or two small, excavated trenches will be opened in the location identified above in blue. The excavation here is intended to identify the location of the school house, establish the construction materials, and the preservation of the building remains.

Depending on the results from the geophysical survey, a single area or two will be opened exposing a maximum area of 6m x 2m. The trench/es will be de-turfed with a small mechanical digger, and the turf stored and stacked appropriately to ensure the area can be reconstituted immediately after excavation. Excavation will be undertaken by hand. The trenches will not be extended beyond a depth of 1.2m, and it is most likely that the natural substrate will be encountered well before this depth.

All finds will be numbered and recorded in terms of location and bagged for removal and post-excavation processing. Walls, foundation trenches and all other features will be photographed, planned and surveyed in terms of their location. If appropriate environmental samples will be taken for processing in the Durham laboratories. All fieldwork will be conducted in line with the relevant Standards and Guidance, and Code of Conduct of the Chartered Institute for Archaeologists (CIfA), in particular the *Standards and Guidance for Archaeological Excavation* (updated 2020).

During the excavation it is intended to fence off the trench in a secure manner and put up signage to warn people from entering the area or the trench when the excavations are unattended. It is intended that the trench will be backfilled by machine at the close of the excavation and either returned or re-seeded (depending on the condition of the turf). We propose that fencing remains in place to protect the area while the turf/grass reconstitutes.

Durham University excavations are subject to stringent risk assessments that underpin insurance for staff and students participating in the project. Any volunteer will be required to sign off on a risk assessment after initial induction and training and confirm they are separately insured before undertaking any survey or fieldwork. Pupil participation will be negotiated and signed off by the University with the local participating schools

As for the timing of the works this has still to be decided. It has been suggested that the initial surveys be done around 18<sup>th</sup> to 31<sup>st</sup> July and the excavations around 2<sup>nd</sup> to 9<sup>th</sup> August 2023. These are only provisional dates but it would be ideal if the work could be done this summer.

If you have any queries or observations regarding these proposed works I should be grateful if you would let me know. In particular if you need more information about the method statements relating to the surveys or the works and have any suggestions as to how the works can be arranged so as to minimise any impact on the Council's mowing activities please let me know.

When I last checked at the Land Registry title to the village green was unregistered and as far as I am aware ownership of the village green is unknown: if you have any information as to who the legal owner of the village green is (and in particular the area where the old school was located) I should be grateful if you would provide me with that information.

I would hope that the Council would be supportive of our efforts to add to the knowledge of the area's history and to stimulate interest amongst local children both in the history of the area they live and the modern survey techniques which the University propose to utilise. If you have any suggestions as to how the Council might support this project I would be pleased to hear from you.

Yours sincerely

## Addendum - Item No 6

The grounds and estates officer has met with a representative from the Tudhoe and Spennymoor local history society to discuss the project. It has been confirmed that it will be a hand dig only excavation lasting approximately 4 weeks starting Mid July if permission is granted, no spoil will be removed from the site and the ground will be returned back in its original condition and at no cost to the council, there will be minimal biodiversity impact relating to this project.

D Booth  
14/06/2023



SPENNYMOOR TOWN COUNCIL

FACILITIES AND RECREATION COMMITTEE

20<sup>TH</sup> JUNE 2023

**ALLOTMENT UPDATE REPORT**

**1. PURPOSE**

- 1.1 For Members to consider the current Allotment Update report and agree that going forward members will receive a monthly allotment update report.

**2. BACKGROUND**

- 2.1 The Council introduced its new Allotment Strategy and Tenancy Agreement in 2023, which has been well received by all stakeholders.
- 2.2 A key driver for the new agreement was to achieve consistency and ensure monitoring takes place and standards across the allotment sites improve.

**3. CURRENT POSITION**

- 3.1 The current position is that allotment inspection programme will commence from July 2023.
- 3.2 The monthly reports back to Council will include standard items such as.
- Number of improvement notices issued
  - Number of notices to quit issued within the period
  - Number of appeals made within the period

There will also be the opportunity for the Grounds and Estates Officer to raise any issues or concerns regarding allotments or its tenants.

- 3.3 Members should note that there has been one appeal meeting held in May 2023, after which the tenant was written to requesting them to sign up to the new proposed terms around the notice period and the attached conditions required by the Council.

The Council have not had a signed agreement confirming that the tenant agrees to the proposed terms and conditions made by the Council, as such the Council will continue to implement its original notice to quit issued to the tenant.

- 3.4 We have also received a letter and photos attached as **Appendix A**, from tenants at Durham Road Allotments where they have raised concerns with regards to the large brick structural building that has been on the site for some significant years. This issue also is relevant to a small number of similar buildings on other sites where none standard allotment buildings have been in place prior to Town Council ownership, where similar arrangement may need to be put into place. As issues arise the GEO will report back to council.

**4. FINANCE**

- 4.1 Members will receive updated information regarding this budget area as part of this update reports.

**5. BIO-DIVERSITY IMPACTS**

- 5.1 N/A.

**6. CRIME AND DISORDER IMPACTS**

- 6.1 N/A

**7. PROPOSAL**

- 7.1 That Members note the current position with regards to allotments and the proposed future reporting arrangements.
- 7.2 That Members confirm that the allotment tenant who has refused to sign the proposed new terms and conditions, are re issued with details confirming that their original notice to quit remains active and in place.
- 7.3 That with regards to all the large structural buildings as mentioned in 3.4 of the report, it is proposed that they can currently remain, that the tenants will maintain them, and at the point of removal whenever that may be or deemed unsafe by the Council, the Council be responsible for the removal rather than the individual tenant.

**8. RECOMMENDATIONS.**

- 8.1 Members are recommended to note and agree to the proposals as set out in section seven of the report.

**Colin Ranson**  
**Deputy Town Clerk/Commercial and Facilities Manager**

APPENDIX A

