



Cardea Community Sports Association

Attendees: Ciaran McAuley, Jason Holt, Cllr Rush, Peter Mather, Trevor Blackmore, Ray Bisby, Jackie Ashley, Darren Cray, Adam Youell

Apologies: Cllr Harper, Cllr Walsh, Toni Cray, Lindsey Holt,

Date/Time – 19 January 2015 – 18.30

Location – St Michaels Church School, Cardea

Meeting Minutes

1. Introductions and apologies
2. Approve Minutes and Actions of last meeting
3. Council update
 - Trevor & Ciaran attended a meeting with Brian Howard – Head of school infrastructure, at the town hall last week.
 - Meeting was to revisit processes in place, communicate current state of play and then agree timelines going forward.
 - Richard remains responsible for the delivery of the playing surface and facilities to enable use of the pitches as soon as possible. As a group we had not heard anything from Richard since he attended a CCSA meeting some time ago.
 - Richard is confident that the current playing surface is now suitable. It has been acknowledged that the grass will need cutting in order to get a true idea of the condition. Ciaran suggests that surface is better than virtually all provision in Peterborough, but some re-seeding maybe be needed.
 - We are waiting from Richard information regarding the site of the storage and toilet provision although all indications are that things are in place in order proceed asap.
 - Persimmon would maintain the land for a period of 12 months as discussed previously. CCSA would be licensed to use the pitches for that period and this agreement would not have anything to do with the lease which would need to be negotiated.
 - CCSA have asked to be keep informed as to progress in this area as potentially we could have the pitches in use (should we want to) in March this year.
 - Brian Howard is now responsible for the implementation of the pavilion and the surrounding facilities. The meeting clarified CCSA's position and the processes the CCSA have already undertaken in order to be ready for the proposed handover.



Cardea Community Sports Association

The proposed timetable is to be confirmed with Marco but is roughly as follows –

- Pavilion delivered through a design and build contract between PCC and the Contractor
- Indicative timeline.....
- Agree delivery strategy and mobilisation of resources by end Jan 15
- Design Process = Feb 15 – mid April 15 (10 weeks)
- Planning = Mid April 15 – end June 15 (10 weeks)
- Financial Close = July 15
- Start on Site = August 15
- Practical completion / handover = March 16
 - The CCSA will be heavily involved in the design process, and indications are that the design will include additional space and/or rooms.
 - Ciaran and Trevor have reiterated that they see a charging structure in place that will make the pavilion and its facilities accessible to all those who would like to use it. CCSA need to ensure that the facility remains financially viable at all times.
 - Ciaran has since provided Brian with a list of proposed uses for the facilities with potential customer groups identified.
 - Brian will also be putting the group in touch with a cricket contact in Huntingdon, in relation to an all-weather provision and funding opportunities.
 - Jackie asked about how exactly the group will be involved with the design process. Next meeting in line with tentative timescale provided. Brian to be invited to meeting.

Actions – Cllr Rush to discuss communication with Marco and Richard in order to improve the situation in that regard.

Richard Hodgson and Brian Howard to maintain communication with group and keep us updated.



Cardea Community Sports Association

4. Finance Update

- As of the today, balance of £4945.61. Invoices have been paid for the site visit and next staged payment for the business plan consultation.
- Expected spend in January being purchase of additional goals (7v7 and 9v9) using discount of 10% from an online offer. This will complete the CLF spending so we have procured equipment as per the CLF request. Raised by Ciaran and seconded by Darren. Committee agreed.

ACTION – Ciaran to make purchases as outlined at the meeting. Trevor will be liaising with Ciaran re paperwork to facilitate debit card usage from CCSA account when making purchases. (At present purchases are made from private accounts and then invoiced).

- This new equipment will be stored in at the school after an offer from Jackie as there is space in the locked shed at the school.

ACTION - Jason is to look into logo signage and stickers to mark up equipment. Darren is to create inventory list ready for the next meeting.

5. Business Plan update

- Trevor is now working on the business plan due to his extended free time!
- Jason is being chased by Steve at Can Do in relation to this and proposed that we get together to finalise a draft to be consulted on by Can Do and then distributed to the committee for final amendments and final sign off.

ACTION – Jason, Trevor, Ciaran and Darren to meet this coming Sunday at 2pm in order to finalise the draft business plan.

The news from the council was particularly well received as we now appear to have real direction of travel in the whole process. We look forward to working with Brian and his team throughout the coming months. All members of the CCSA committee remain committed to this project and we will do our utmost to ensure that the work is completed on time.

We are also pleased to hear that football provision on the current surface is not too far away. However we note with caution that this is not the first time this has been mentioned, only for delays to further prevent the CCSA from starting their work in the delivery of sports and community provision for the residents of Cardea and the surrounding Stanground area.

6. Date of next meeting: - **9 February 2015 – 18:30**

Meeting closed.