

# All Saints Parish Council

## Terms of Reference for the Pavillion and Cricket Field Working Group

### 1. Background

In May 2018, All Saints Parish Council entered into a 10-year lease agreement with The Diocese of Salisbury regarding the use of the field situated at the south east of the parish at the junction between Goldsmiths Lane and the road commonly referred to as School Lane or Road. Known locally as “The Cricket Field.” There is also the old cricket pavilion situated at the south end of the field.

Since entering into the lease, the parishioners of All Saints have enjoyed the use of the field as a dog walking and exercise facility with groups using it for various activities such as Archery being but one. The pavilion has been used for hosting council meetings, a regular fish and chip night, small groups, parties and community events.

With 4 years left on the existing lease, the time is right for the Parish Council to consider the future of this facility.

### 2. Purpose

To establish a Working Group to consider the future usage of the cricket field and the pavilion with the purpose to ensure robust operating procedures for general and specific use and any rental income that may be attained.

### 3. Scope

The Working Party will look at the usage opportunities for the cricket field and the pavilion to offer excellent facilities for the community to use.

It will deliver against the objectives and deliverables stated in sections 5 & 6.

The make-up of the Working Group shall consist at least one (1) Parish Councillor and a minimum of three (3) other parishioners.

### 4. Responsibilities

Whilst the Working Group will report back to the Parish Council, it will not be involved in the lease negotiations with the diocese. These will be the responsibility of the Parish Council.

The Working Group will be responsible for delivering written recommendation to the Council for discussion and dissemination to the community.

The Parish Council will control communication to the wider community regarding option for consideration and any decision made regarding the use of the cricket field and pavilion.

A Parish Councillor should be a part of the Working Group.

## 5. Objectives

The Working group will be responsible for delivering against the following objectives.

- To affirm the community's desire to continue with the cricket field as a community asset.
- To develop a list of opportunities for the use of the cricket field and the pavilion.
- To develop robust policies regarding the use of both the cricket field and the pavilion.
- To recommend rental rates for the pavilion.
- To recommend improvement necessary to make the pavilion an ideal rental facility.
- To recommend improvement to the cricket field, for example, hard standing for cars, children's play facilities, litter facilities, rest areas, dog free areas, etc.
- To coordinate working parties for any community work to be carried out at the cricket field. E.g. pavilion improvement, scrub clearance, rubbish disposal, etc.
- Notices, notice boards, general communications regarding the use of the cricket field and pavilion.

## 6. Deliverables

The Working Group will look to deliver the following:

- Confirmation of the community's desires regarding the opportunities and use of the cricket field.
- List of possible uses and how to advertise to the wider community.
- Full list of policies (for pavilion use).
  - Bookings
  - Terms of use
  - Health and Safety
  - Data protection
  - Others tbd.
- Hire agreements regarding the pavilion.
- Control of Bookings
- Signage and Noticeboards
- Repairs and upgrades necessary to make the pavilion a suitable venue for hire.

## 7. Resources

All Saints Parish Council will consider all requests and will allocate Council resources (people and money) as they see fit and as available.

All Saints Parish Council will, wherever possible, support the use of third parties to fulfil the desired outcomes of the Working Group, provided the Council have the legal right to do so and that the financial resources are available.

The Parish Council will support any fundraising activities that the Working group may suggest to fund improvements.