



**Kennington Parish Council  
Oxfordshire**

**Notes of Playing Fields Committee meeting on  
18 July at 7:30 pm in Playfield Road pavilion**

**Present:** Cllr. Mrs. Buckingham   Cllr. Feather   Mr Gardiner   Cllr. Patterson  
Mr. Robins   Cllr. Smith

In Attendance: Rachel Brown (Clerk)

**16.18 APOLOGIES**

Cllr. Charlett, Cllr. Robinson and Mr. Lewington

**17.18 DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS**

None

**18.18 MINUTES OF THE LAST MEETING**

The Committee resolved to sign minutes of the meeting on 16 May 2018 as a true record.

**19.18 EXPENDITURE REPORT**

Budget for Playing Fields Committee 2018-19	<b>£31,305.00</b>
Expenditure to 16 May 2018	<b>£ 1,061.28</b>
Remaining Budget for Playing Fields Committee for 2018-19	<b>£30,473.82</b>

**Income since 17 May 2018**

<b>Kennington Overseas Aid</b> Forest Side pavilion hire for Fun Run	£30.00
<b>John Mason School</b> Playfield Rd pavilion hire for sponsored walk lunch stop	£60.00
<b>TOTAL</b>	<b>£90.00</b>

**Expenditure since 17 May 2018**

Payment ref. 2018/...	Playing Fields Budget	
042	<b>St John's College</b> Forest Side Rent	£462.50
046	<b>BBG Garden &amp; Tree Care Ltd</b> Forest Side grass cutting - May	£225.00
063	<b>BBG Garden &amp; Tree Care Ltd</b> Forest Side grass cutting - June	£75.00
048	<b>Scorpion Signs Ltd</b> Keep Clear sign for access gate at Forest Side	£15.00
059	<b>Playdale</b> Replacement scramble net for Forest Side	£688.94
046	<b>BGG Garden &amp; Tree Care Ltd</b> The Links grass cutting - May	£90.00

063	<b>BGG Garden &amp; Tree Care Ltd</b> The Links grass cutting	£30.00
045	<b>Calber Facilities Management</b> Weekly clean of PF Rd pavilion	£112.08
047	<b>Prime Compliance Ltd</b> Legionella risk assessment for Playfield Rd pavilion	£225.00
050	<b>Beauchamp &amp; Butler Plumbing &amp; Heating</b> Playfield Rd tanks flushed and lagged	£347.00
060	<b>Calber Facilities Management</b> Sundries for PF Rd pavilion	£211.27
062	<b>Calber Facilities Management</b> Weekly clean of PF Rd pavilion	£140.10
049	<b>Maylarch Recycling Ltd</b> Wheelie bin exchange for June	£78.80
066	<b>Maylarch Recycling Ltd</b> Wheelie bin exchange for July	£78.80
DD	<b>Castle Water Ltd</b> Water supply Playfield Rd 1 April – 3 May	£1.59
DD	<b>SSE Gas</b> Gas supply for Playfield Rd pavilion	£206.33
DD	<b>Southern Electric</b> Electricity for Forest Side pavilion	£145.59
DD	<b>Southern Electric</b> Electricity for Playfield Road pavilion	£202.78
046	<b>BGG Garden &amp; Tree Care Ltd</b> Playfield Rd grass cutting May	£270.00
063	<b>BGG Garden &amp; Tree Care Ltd</b> Playfield Rd grass cutting June	£90.00
<b>TOTAL SPEND TO 18 JULY 2018</b>		<b>£3,695.78</b>

**Remaining budget for 2018-19**

**£26,868.04**

**NB This includes £10,000 in the budget for the Playfield Road pavilion project**

#### **20.18 NEW ISSUES**

- Work was undertaken on the tank, cylinder and pipe work to try and resolve the issue with the showers. A legionella risk assessment was carried out in June, which highlighted a number of issues and resulted in the showers being out of action until the work was completed. The remedial work has now been done, and the showers can be used again. The two stagnant tanks have been taken out of the system, and the dead legs in the pipework have been removed. There should not be a problem with the water flow, but the Cricket Club were asked to report any issues as they have a match on Saturday. A programme of checks needs to be regularly undertaken and recorded in a log book. Cllr. Feather will have a go at undertaking the checks.

**ACTION FOR CLERK – Request quotation for legionella training from Prime Compliance.**

- Mr. Robins reported that there was some insulation falling through a hole in the ceiling in the scoreboard. It is unclear who was responsible for this, so no action will be taken.
- The electricity and gas bills are based on estimated readings, which have not been taken yet this year.

**ACTION FOR CLERK** – Check meter readings at both pavilions.

- Price for trimming of hedge at Playfield Rd has increased this year. To plant hawthorn as well, this will be £1 per plant including canes and spirals (required due to rabbits).

**21.18 It was agreed** that the quotation from Sticks and Stones would be accepted to trim the hedge, and a decision regarding the hawthorn would be made at the September meeting. This was proposed by Cllr. Feather, seconded by Cllr. Smith and agreed unanimously.

**ACTION FOR CLERK** – Accept quotation from Sticks and Stones and add the planting of hawthorn to the September meeting.

- Racking has appeared in one of the changing rooms at Forest Side. The football club appear to be taking responsibility for keeping the place tidy, so this is a positive thing. As there are no members of the football club present, this will be raised at the September meeting.
- A complaint was received from a resident of Forest Side about the noise at the Football Club Anniversary event, and no warning was received by the local residents. The music was still going on at 12.15, although the agreement was for the music to stop at 11pm and the event end at 11.30pm. This will be raised at the September meeting.
- Clerk has received a request from Small World Nursery to erect a tent on Playfield Rd playing field for their annual show – the food afterwards would still be on their premises. This can be done, as long as the public right of way is maintained in the corner of the field and any mess is cleared away. A risk assessment would be required as part of the hire agreement, and hire charges would be as publicised. A meeting will be arranged between Small World nursery, Cllr. Feather and the Clerk.

**ACTION FOR CLERK** – Arrange meeting with Small World nursery.

- Clive Woodhouse has requested that the bin on the side of Forest Side pavilion is removed, as it is being used for dog mess and is very smelly.

**22.18 It was agreed** that the bin will remain in situ, but a label will be added asking people to put dog mess in the bin by the entrance of Forest Side.

**ACTION FOR CLERK** – Inform Clive Woodhouse and add label to the bin on the side of the pavilion.

- The light bulbs have gone in the away changing room and in the corridor. Clerk has arranged for the one in the changing room to be replaced, and the one in the corridor will be replaced soon.

**ACTION FOR CLERK** – Chase up replacement of lightbulb in corridor.

### **23.18 CONTINUING ISSUES**

- A quotation has been received to clean the fascia of the pavilion at a cost of £75.

**24.18 It was agreed** that this quotation would be accepted, and they would be asked to clean the round closed goal.

**ACTION FOR CLERK** – Arrange for pavilion fascia and round closed goal to be cleaned.

- Additional quotation received for the work on the roofs at Forest Side and Playfield Rd garage. Clerk will obtain a third quotation before the September meeting.

**ACTION FOR CLERK** – Obtain third quotation for roof repairs before next meeting

- Mr Robins has obtained a quotation for weed killer to be sprayed on both playing fields at a cost of £468.00. This should be done before being overseeded in the autumn.

**25.18 It was resolved** that this quotation would be accepted. This was proposed by Cllr. Mrs. Buckingham, seconded by Cllr. Patterson and agreed unanimously.

**ACTION FOR MR ROBINS** – Organise weed killer to be applied to both playing fields.

**ACTION FOR CLERK** – Speak to Simon Higgs and check when he is planning to do the overseeding.

- A replacement sign has been bought for the access gate at Forest Side, and will be installed as soon as possible.
- The football and cricket clubs have not yet identified any suitable dates for the defibrillator training.

**ACTION FOR MR ROBINS** – Ask Cricket Club for suitable dates for defibrillator training

- Outstanding key receipts from football club, hire agreement & hire fee from Football Club.

**ACTION FOR CLERK** – Remind Justin Sercombe that these have not yet been received.

- Mr Robins will purchase some fertiliser for the playing fields.

#### **26.18 PLAYFIELD ROAD PAVILION FEASIBILITY STUDY**

A meeting took place this morning with the architect and representatives from the Playing Fields Committee. It is likely that the building will be single-storey to reduce cost, although two storeys should not be completely excluded at this stage. It is likely that the play area would need to be moved, and the building tucked into the corner to maximise parking space without encroaching onto the field, and this would need to be done before work started on the pavilion. Four changing rooms are definitely required, in order to obtain grant funding, as it is likely that the pavilion will be used by male and female teams at the same time in the future. Storage (to replace the garage) could be built on the far side of the field, near the green bin. This would require electricity and water supplies. The architect will provide some mood boards, with ideas for potential finishes for the building and potential roof shapes. A meeting has been booked for 15th August to finalise the potential designs before taking to the parish council meeting in September.

**ACTION FOR CLERK** – Add to agenda for September's full council meeting.

**ACTION FOR CLLR CHARLETT** – Ask Peter Biggs where the clock on the side of the pavilion came from, and whether it has any sentimental value.

#### **27.18 ISSUES RAISED BY MEMBERS**

None

**28.18 ANY MATTERS FOR FUTURE DISCUSSION**

- Racking at Forest Side pavilion
- Football Club anniversary event
- Planting of hawthorn at hedge between Playfield Rd playing field and memorial field

**Next planned meeting Wednesday 19 September 2018 at 7:30pm at Playfield Road Pavilion**

**Meeting closed at 8.45 pm**

**Signed ..... Dated .....**