



**Kennington Parish Council
Oxfordshire**

**Notes of Playing Fields Committee meeting on
16 January 2019 at 7:30 pm in Playfield Road pavilion**

Present: Cllr. Mrs. Buckingham Mr. Lewington Cllr. Smith

In Attendance: Simon Palmer (Cricket Club), Christian Bunt (Youth Football), Mark Baker (Youth Football) and Rachel Brown (Clerk)

58.18 APOLOGIES - Cllr. Charlett, Cllr. Feather, Mr Gardiner, Cllr. Patterson, Mr. Robins and Cllr. Robinson

59.18 DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS - None

60.18 MINUTES OF THE LAST MEETING

The Committee resolved to sign minutes of the meeting on 21 November 2018 as a true record.

61.18 EXPENDITURE REPORT

Budget for Playing Fields Committee 2018-19	£31,305.00
Income to 20 November 2018 (in income cost centres)	£ 3,580.00
Expenditure to 20 November 2018	£13,239.78
Remaining Budget for Playing Fields Committee for 2018-19	£18,065.22

Income since 20 November 2018

Playing Fields Budget	
Kennington Athletic Football Club	£204.00
Hire charge for annual tournament and presentation day	
Kennington Cricket Club (Journal 179 – Grant from Kennington Parish Council)	£600.00
Annual hire charge – second half	
TOTAL INCOME TO 16 JANUARY 2019	£804.00

Expenditure since 20 November 2018

Payment ref. 2018/...	Playing Fields Budget	
157	Sticks and Stones Playfield Rd hedge trimmed and hawthorn planted	£210.00
154	St John's College Forest Side rent Dec-March	£462.50
167	Vale of White Horse District Council Pre-planning application advice fee	£220.00
168	Stanhope Wilkinson Associates Playfield Rd pavilion rebuild feasibility study	£4,750.00
160	Calber Facilities Management Weekly clean of PF Rd pavilion	£140.10
176	Calber Facilities Management Weekly clean of PF Rd pavilion	£112.08

182	Executive Fire Protection Annual fire extinguisher service at pavilions	£148.11
164	Maylarch Recycling Ltd Wheelie bin exchanges for playing fields – Dec	£78.80
184	Maylarch Recycling Ltd Wheelie bin exchanges for playing fields - Jan	£81.40
DD	Castle Water Ltd Water supply Playfield Rd	£13.21
DD	Castle Water Ltd Water supply Playfield Rd	£14.12
DD	SSE Gas Gas supply for Playfield Rd pavilion	£21.57
DD	Southern Electric Playfield Rd pavilion electricity	£297.19
DD	Southern Electric Forest Side pavilion electricity	£88.53
Journal 177	To correct mis-coding of grant towards the overseeding of playing fields	£1,000.00
TOTAL SPEND TO 16 JANUARY 2019		£7,637.61

Remaining budget for 2018-19

£10,427.61

62.18 NEW ISSUES

- The budget for the next financial year has been set. Details of Playing Fields expenditure are on the reverse of the Expenditure Report.
- The football club reported that there were problems with the showers again in Playfield Rd pavilion – he concluded that he could not find a significant problem (read excerpts from report)

ACTION FOR CLERK – Forward a copy of the report to Simon Lewington

- The PAT testing, gas safety check and fire extinguisher service have all taken place. The PAT test found that there were issues with the electric grills in Forest Side pavilion, and the football club have been asked to remove them. One fire extinguisher at Playfield Rd had to be replaced, but everything else was satisfactory.
- There was an issue with kit, footballs and water bottles being left in the main room at Playfield Rd pavilion. The Clerk asked for this to be tidied up, and there has been an improvement – thank you.
- Playfield Rd pavilion was due to have a pulse meter installed for the gas supply, however the engineer refused to undertake the work, as the meter housing is so badly damaged. They will do this if the meter box has been changed.

63.18 CONTINUING ISSUES

- The shower outlets need to be run weekly, which Calber had been asked to do when they clean the pavilion, but the Clerk needs to check whether this is being done as the log book is not being completed. Clerk needs to chase up Mark David, as details of the thermometer he used have not yet been received and the clerk has been unable to find a similar one.

ACTION FOR CLERK – Chase up Mark David for details of the thermometer

ACTION FOR CLERK – Contact Calber to ensure the showers are being run and the log book completed

- There are two new representatives from the Football Club, however the Terms of Reference for the committee state there is one voting member from the football club.

64.18 It was agreed that the Playing Fields Committee would recommend to full council that this is increased to two members from the football club – at present, this will be Mark David and Christian Bunt.

ACTION FOR CLERK – Draft amended Terms of Reference and add to February’s council agenda

ACTION FOR CLERK – Send list of last year’s key holders to Mr David and Mr Bunt, so this can be updated and new key receipts sent out as necessary.

ACTION FOR FOOTBALL CLUB – Send Clerk details of fixtures for the rest of the season

- Clerk submitted a complaint regarding the length of time the repair took of the scramble net at Forest Side and requested compensation, but a response has not yet been received.
- The football club have not objected to the proposed annual hire charge, but the cricket club fee needs to be agreed. This will be added to the March agenda, as there are so few committee members present.
- Clerk ordered spares for the swing assembly at The Links play area, but these have not yet arrived.
- Clerk has asked for the repairs of the roof at Forest Side to be undertaken, and this will be booked in when the company is available.
- Working party for sand pits at The Links will be organised by Cllrs. Feather and Smith when the weather is warmer.

65.18 REPLACEMENT PICNIC BENCHES FOR THE LINKS AND THE ADULT GYM

66.18 It was agreed that replacement benches will be purchased from Earth Anchor. This was proposed by Cllr. Smith, seconded by Cllr. Mrs Buckingham and agreed unanimously. It was queried whether earth fixing kits will be required – the Clerk will purchase if necessary.

ACTION FOR CLERK – Order replacement benches (and fixing kits if required) for The Links play area and adult gym area.

67.18 PLAYFIELD ROAD PAVILION PROJECT

- Clerk and representatives from the committee met with Steve (architect) and the Planning Officer responsible for the pre-planning application advice. The Planning department would like to look on the application favourably, and found it useful to find out more about the purpose of the project. We expect a response from the Planning Department in the next 2-3 weeks. The officer expressed concerns about the lack of information about the proposed storage on the far side of the field, which will need to form part of the full planning application.
- Clerk has started to investigate funding options – it is unlikely that we would be considered for grant funding until we obtain full planning permission.

- Clerk has contacted SWA (architects who undertook feasibility study) as well as two other companies about taking the project forward – all seem interested in taking on the project, but would like more information about what level of service the parish council will require.

68.18 ISSUES RAISED BY MEMBERS

Mr Lewington raised an issue with the state of the pitches, particularly the men’s pitches at Playfield Road. It would have been preferable if these were aerated before being overseeded. Mr Lewington will try to arrange a meeting between Norm Robins and Clive Woodhouse, as there is a possibility this could be done by the football club, using the cricket club’s tractor.

Mr Baker asked if the changing rooms at Forest Side could be decorated, and it was agreed that this could be done once the rooms are cleared. At present, only one changing room is clear.

Cllr. Mrs. Buckingham reported that a man urinated in front of her when he was watching a football match – please could the football club ensure that spectators use the facilities.

Mr. Bunt advised that the issue with dog poo on the field does not seem to get better, and all team managers need to clear the pitches before the children can use them. Last week, he had to pick up 8 from Playfield Rd before the children could play football.

ACTION FOR CLERK – Keep including in the Chronicle and on Kennington Connected

ACTION FOR CLERK – Put up some signs from Environmental Health around the playing fields

69.18 ANY MATTERS FOR FUTURE DISCUSSION

- Decorating changing rooms at Forest Side
- Cricket Club annual fees

Next planned meeting Wednesday 20 March at 7:30pm at Playfield Road Pavilion

Meeting closed at 8.19 pm

Signed **Dated**