



**Kennington Parish Council
Oxfordshire**

**Notes of Playing Fields Committee meeting on
14 March 2018 at 7:30 pm in Playfield Road pavilion**

Present: Cllr. Charlett Cllr. Feather Cllr. Mrs. Buckingham Mr. Lewington

In Attendance: Graham Rowley (Cricket Club) and Rachel Brown (Clerk)

80.17 APOLOGIES

Cllr. Patterson, Cllr. Robinson, Cllr. Smith, Mr. Lewington and Mr. Robins

81.17 DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

None

82.17 MINUTES OF THE LAST MEETING

The Committee resolved to sign minutes of the meeting on 17 January 2018 as a true record.

83.17 EXPENDITURE REPORT

As of 17 January 2018 the committee had spent £9,201.19

Expenditure since last committee meeting (excluding VAT)

| Payment ref. 2017/... | Playing Fields Budget | |
|--------------------------|--|---------|
| 040 | Calber Facilities Management Ltd Weekly cleaning of Playfield Rd pavilion | £112.08 |
| 043 | Holden & Parker Ltd Playfield Rd pavilion gas boiler service & safety certificate | £62.50 |
| 044 | Executive Fire Protection Ltd Fire extinguisher service for pavilions including new CO ₂ extinguisher at Playfield Rd | £123.29 |
| 045 | Pest Solutions Treatment for rat and mole infestations at Playfield Road | £250.00 |
| 046 | Maylarch Recycling Limited Exchanging wheelie bins | £72.80 |
| 055 | Calber Facilities Management Ltd Weekly cleaning of Playfield Rd pavilion | £112.08 |
| 064 | Pest Solutions Treatment for mole infestation at Forest Side playing field | £150.00 |
| 065 | Maxwell Amenity Ltd Fertilizer / moss control for Playfield Rd cricket pitch | £152.40 |
| 066 | Maylarch Recycling Limited Exchanging wheelie bins | £72.80 |

Total spend to 13 March 2018 £10,309.14

| | |
|---|-------------------|
| Playing Fields Committee Opening Balance | £1,862.89 |
| Parish Grant | £11,000.00 |
| Income to date 2017/18 (including refund from Sothern Electric) | <u>£3096.43</u> |
| TOTAL | £15,959.32 |

Projected expenditure to end of March 2018:

| | | |
|--|--|----------------|
| | Calber Facilities Management Ltd Weekly cleaning of Playfield Rd pavilion | £112.08 |
| | Maylarch Recycling Limited Exchanging wheelie bins | £72.80 |
| | Southern Electric Electricity for Forest Side and Playfield Road pavilions | £350.44 |
| | SSE Gas Gas for Playfield Road pavilion | £342.68 |
| | TOTAL | £878.00 |

This gives the Playing Fields Committee **£4,772** for the remainder of 2017/18.

84.17 NEW ISSUES

- An accident report was logged at Forest Side in November 2017. There is no action required by the parish council. The Clerk will store the form securely.

85.17 CONTINUING ISSUES

- The Clerk has posted key receipts to the new key holders at the football club, but has only had two returned.

ACTION FOR MR LEWINGTON – Remind new key holders to sign and return the key receipts

- Hire agreements have been prepared for the Football and Cricket Clubs, and annual hire fees have been agreed. The Cricket Club have requested a delayed payment date and/or paying in instalments as they have low reserves and their income is now spread throughout the summer.

86.17 It was agreed that the Cricket Club will pay in two instalments on 1 June 2018 and 1 September 2018.

ACTION FOR CLERK – Send hire agreements and invoices to Football and Cricket Clubs.

- The fire extinguishers have been serviced at both pavilions.
- Legionella risk assessment is due this year, and will bring quotations to the next meeting

ACTION FOR CLERK – Arrange three quotations for legionella risk assessment

87.17 PLAYFIELD ROAD PAVILION FEASIBILITY STUDY

The possible options for the location of the building and car parking provision were discussed.

88.17 It was resolved that Cllr, Feather will write up the discussion and circulate to members of the playing fields committee for input before submitting out ideas to the architect. It is hoped that the location of the building can be agreed to take the project forward.

ACTION FOR CLLR FEATHER – Write up discussion and circulate to committee members

89.17 ISSUES RAISED BY MEMBERS

90.17 Cllr. Mrs. Buckingham – Queried if the fridges have now been removed from Forest Side. Mrs. Lewington reported that they had.

91.17 Mr. Lewington – Questioned whether there would be any off-season grounds maintenance. The Clerk is obtaining quotes for the over-seeding to be done this spring, and estimates will be taken to the April parish council meeting.

92.17 Cllr. Charlett – The white line machine is still being emptied by the entrance to the playing field. This is unfair to the parents of children who then walk through it on their way into the playground.

ACTION FOR MR LEWINGTON – Take back to football club again

93.17 Mr Gardiner – The weeds are back around the pavilion, and need to be cleared.

ACTION FOR CLERK – Send a note to the committee with the minutes, requesting volunteers for a working party to clear the weeds

94.17 ANY MATTERS FOR FUTURE DISCUSSION

None

95.17 Next planned meeting Wednesday 16 May 2018 at 7:30pm at Playfield Road Pavilion

Meeting closed at 8:39 pm

Signed **Dated**