



**Kennington Parish Council
Oxfordshire**

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

Present: Cllr. Mrs. Buckingham Cllr. Feather Mr. Lewington Cllr. Patterson
Mr. Robins Cllr. Robinson Cllr. Smith

In Attendance: Rachel Brown (Clerk)

1.18 APOLOGIES

Cllr. Charlett and Mr Gardiner

2.18 DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

None

3.18 MINUTES OF THE LAST MEETING

The Committee resolved to sign minutes of the meeting on 14 March 2018 as a true record.

4.18 EXPENDITURE REPORT

Budget for Playing Fields Committee for 2018-19

£31,305

Income since 1 April 2018

Kennington Strollers	£90.00
Hire of Playfield Road pavilion	
Journal 168 – Calber Facilities Management	£140.10
Weekly cleaning of Playfield Rd pavilion	
TOTAL	£230.10

Expenditure since 1 April 2018

Payment ref. 2018/...	Playing Fields Budget	
Journal 168	St John’s College Forest Side Rent	£462.50
029	BBG Garden & Tree Care Ltd Forest Side grass cutting	£75.00
029	BBG Garden & Tree Care Ltd The Links grass cutting	£30.00
011	Calber Facilities Management Weekly clean of PF Rd pavilion	£140.10
022	Calber Facilities Management Weekly clean of PF Rd pavilion	£112.08
013	Maylarch Recycling Ltd Wheelie bin exchange for April	£72.80
030	Maylarch Recycling Ltd Wheelie bin exchange for May	£78.80
029	BGG Garden & Tree Care Ltd Playfield Rd grass cutting April	£90.00
TOTAL SPEND TO 16 MAY 2018		£1,061.28

Remaining budget for 2018-19

£30,473.82

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

5.18 NEW ISSUES

- Clerk has requested a quotation from Dave Kingsbury to clean the fascia at Playfield Rd pavilion, as it is very dirty. Awaiting a response. Cllr. Patterson has also requested a quotation from his window cleaner. The round closed goal is also dirty, so this could be added to the quotation.

ACTION FOR CLERK – Chase up quotation from Dave Kingsbury and add the round closed goal to the quote

- Dog bags are being used fairly rapidly and are quite expensive. Cllr. Mrs. Buckingham has been looking at possible alternatives.
- Weeds are becoming a problem on the cricket and football pitches. Mr Robins has obtained a quotation for a local company to undertake weed spraying, however this will need to be done after the overseeding if the weed spray contains a germination inhibitor.

ACTION FOR MR ROBINS – Find out if the weed spray contains a germination inhibitor

- Clerk was contacted by the founder of Pitchbooking.com, which Oxford City Council use to hire our their facilities. This is currently too expensive for the number of hirers, however it may be a possibility after the new pavilion is built.
- Thanks to Mr Robins and Mr Gardiner for changing the clock on the front of Playfield Rd pavilion.
- Scramble net at Forest Side playground has broken. Clerk has requested a quotation for this to be repaired.
- The Keep Clear sign at Forest Side has been snapped off, however the fixings are still OK.

6.18 It was agreed that the Clerk will order a replacement sign.

ACTION FOR CLERK – Order replacement sign for Forest Side access gate

- The council does not currently have a contingency plan if travellers settle on the playing field at Playfield Road or Forest Side.

7.18 It was agreed that this will be added to the agenda for the June full council meeting.

ACTION FOR CLERK – Add contingency plan re settlers at playing fields to agenda for June parish council meeting

- The parish council are hoping to run some more defibrillator courses this year, and this could be offered to the football and cricket clubs. The football team managers are currently all first aid trained, but this does not include defibrillators. It is best to avoid school holidays, and could be held at the pavilion. The parish council will meet the cost of the training.

ACTION FOR MR LEWINGTON AND MR ROBINS – Ask clubs if there are any suitable dates.

8.18 CONTINUING ISSUES

- Many thanks to Mr Gardiner for tidying the weeds around the pavilion again. This may need to be redone soon. Please inform the Clerk if you are interested in a working party.
- Clerk has not received any more signed key receipts, and is also awaiting the signed agreement and annual hire fee from the Football Club. Thanks to the Cricket Club for returning theirs.

ACTION FOR MR LEWINGTON – Chase up outstanding key receipts, hire agreement and hire fee. Please inform the Clerk ASAP if copies are needed.

- Showers at Playfield Rd are not working properly again. Clerk received a quotation to clean out the tank and flush through the cylinder pipe work to the showers. This will also include a report on the system, including if any further work is needed.

9.18 It was resolved that the quotation will be accepted to clean the tank and flush through the pipe work. This was proposed by Cllr. Feather, seconded by Cllr. Patterson and agreed unanimously.

ACTION FOR CLERK – Accept quotation from Beauchamp & Butler

- Council has accepted a quotation for the overseeding of the playing fields, however this has been delayed due to the unseasonably dry weather. 25mm of rain is required in 7 days in order to make this worthwhile, otherwise it will be a waste of money. Simon Higgs is keeping his eye on the weather forecast, and is ready to go ahead if the weather is suitable. The worst case scenario is that this will need to wait until the autumn.
- Clerk has obtained quotation for roof repairs at Forest Side. Mr Robins reported that the garage at Playfield Rd leaks – details of this were included in the recent roof condition report.

ACTION FOR CLERK – Obtain two further quotes for the repair at Forest Side pavilion and Playfield Rd garage.

10.18 LEGIONELLA RISK ASSESSMENT

11.18 It was resolved that the council would accept the quotation from Prime Compliance. This was proposed by Cllr. Patterson, seconded by Cllr. Smith and agreed unanimously.

ACTION FOR CLERK – Arrange legionella risk assessment with Prime Compliance

12.18 PLAYFIELD ROAD PAVILION FEASIBILITY STUDY

A special meeting of the council should be held to discuss the two preferred options, and then take this to public consultation. This should include more detailed drawings and approximate costings.

13.18 It was agreed that members of the Playing Fields committee should meet with the architect to discuss the two preferred options and take this forward. The preferred options are:

- The site of the outdoor gym, by the memorial field
- The existing site, but rotated to optimise parking spaces

ACTION FOR CLERK – Arrange meeting with Steve Wolstenholme to discuss the committee's preferred options and request more detailed drawings and costings for a public consultation

ACTION FOR CLERK – Check terms of grant application to ensure there is not a deadline for completion of the feasibility study

14.18 ISSUES RAISED BY MEMBERS

None

15.18 ANY MATTERS FOR FUTURE DISCUSSION

None

Next planned meeting Wednesday 18 July 2018 at 7:30pm at Playfield Road Pavilion

Meeting closed at 8:21 pm

Signed Dated