



**Kennington Parish Council
Oxfordshire**

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

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

In Attendance: Simon Palmer (Cricket Club) and Rachel Brown (Clerk)

44.18 APOLOGIES - Mr. Lewington and Cllr. Robinson

45.18 DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS - None

46.18 MINUTES OF THE LAST MEETING

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

47.18 EXPENDITURE REPORT

Budget for Playing Fields Committee 2018-19	£31,305.00
Income to 18 September 2018 (in income cost centres)	£ 2,720.10
Expenditure to 18 September 2018	£ 7,268.62
Remaining Budget for Playing Fields Committee for 2018-19	£21,999.42

Income since 18 September 2018

Playing Fields Budget	
Oxfordshire County Council – Councillors’ Fund Grant towards overseeding from Cllr. Johnston	£1,000.00
TOTAL INCOME TO 21 NOVEMBER 2018	£1,000.00

Expenditure since 18 September 2018

Payment ref. 2018/...	Playing Fields Budget	
Refund	SSE Gas Refund for overpayment of gas for Playfield Rd pavilion	(£777.21)
112	BBG Garden & Tree Care Ltd Forest Side grass cutting - September	£75.00
112	BGG Garden & Tree Care Ltd The Links grass cutting - September	£30.00
134	Amazon UK Comment box for pavilion public consultation	£4.79
136	John E Wright Ltd Printing for pavilion public consultation	£97.79
135	Calber Facilities Management Weekly clean of PF Rd pavilion	£112.08
141	Maylarch Recycling Ltd Wheelie bin exchanges for playing fields	£118.20

DD	Castle Water Ltd Water supply Playfield Rd	£41.22
133	Simon Higgs Overseeding of playing fields	£945.00
135	Calber Facilities Management Weekly cleaning of Playfield Rd pavilion	£112.08
120	Maylarch Recycling Ltd Wheelie bins for playing fields	£78.80
112	BGG Garden & Tree Care Ltd Playfield Rd playing field grass cutting - September	£90.00
108	Paddock & Pitch Weed spraying of playing fields	£468.00
110	Maxwell Amenity Ltd Weed killer and grass seed	£2,838.55
118	Maxwell Amenity Ltd Pre-seed fertiliser	£840.00
TOTAL SPEND TO 21 NOVEMBER 2018		£5,074.30

Remaining budget for 2018-19

£16,925.12

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

48.18 NEW ISSUES

- Dates for 2019 meetings:
 - 16 January 2019
 - 20 March 2019
 - 15 May 2019
 - 17 July 2019
 - 11 September 2019
 - 13 November 2019

Additional meetings may be arranged in relation to the pavilion project.

- Simon Lewington has advised that he will no longer be the representative from the Football Club, but there should be one representative from the men's team and another from the junior team next year.
- The football club has said the state of the pitch has declined over the past few years. Clerk advised that weed spraying, fertilising and overseeding have been undertaken recently. Clerk is drafting budget for 2019-20 so needs to know ASAP if there is any expected expenditure.

49.18 CONTINUING ISSUES

- Clerk and Cllrs. Charlett, Feather and Smith completed the Legionella training last night, including a practical session on temperature monitoring etc. The water outlets need to be run at least weekly, as there is no guarantee that the showers are being used each week. Temperature monitoring needs to be done monthly, and the shower heads need removing and cleaning quarterly. The water tanks in the loft need to be checked in winter and summer, and a water sample should be tested annually.

ACTION FOR CLERK – Ask Calber how much they would charge to run the showers weekly

ACTION FOR CLERK – Purchase thermometer and arrange schedule of checks and log book

ACTION FOR CLERK – Ask Prime for a quotation to undertake the necessary checks twice a year.

- Overseeding has been undertaken at both playing fields.
- Clerk emailed RoSPA to pass on the information from Proludic, and response received from the Head of Play Safety.
- Proludic provided a quote of £19.68 + £20.00 P&P for the corkscrew bolts at the bottom of the swing assembly.

ACTION FOR CLERK – Purchase corkscrew bolts and arrange for them to be fitted

ACTION FOR CLERK – Ask RoSPA if the swing assembly was deemed unsafe

- Sticks and Stones advised that they would be tidying up the hedge at Playfield Rd towards the end of November, and would lay hawthorn as requested.
- Scramble net at Forest Side has been fixed. Clerk will be submitting a complaint due to the length of time the repair took, as it was booked in June.
- Clerk sent copies of the hire agreement and outstanding invoice to Simon Lewington, but has not yet received these. Simon advised today that he has asked the Treasurer and Secretary to raise a cheque for the annual tournament and presentation day.

50.18 REPAIRS TO FOREST SIDE PAVILION ROOF AND PLAYFIELD RD GARAGE ROOF

51.18 It was agreed that the quotation from Thames Valley Roofing & Painting Services would be accepted to carry out the repairs at Forest Side. This was proposed by Cllr. Charlett, seconded by Cllr. Mrs. Buckingham and agreed unanimously. It was resolved that there will be no action taken in relation to the garage roof at Playfield Rd.

ACTION FOR CLERK – Arrange for repairs of Forest Side pavilion roof

52.18 WORKING PARTY FOR SAND PITS AT THE LINKS PLAY AREA

Clerk obtained prices from AWBS for softwood sleepers and play sand.

53.18 It was agreed that Cllrs. Feather and Smith will form a working party to repair the sand pits.

ACTION FOR CLERK – Circulate details of working party to full council

ACTION FOR CLERK – Investigate options for recycled plastic sleepers for the sand pits.

54.18 PLAYFIELD ROAD PAVILION FEASIBILITY STUDY

- There has been a positive response to the public consultation.
- There was a query regarding a fire door in the kitchen, as there is only one exit.
- As the play area will be sited behind the bowler's arm, the Cricket Club suggested that a 15 ft. wire fence could be installed around the play area, as it may be within striking distance.
- It was confirmed that OPT own the memorial field.
- It was agreed that the pre-planning application fee of £220 will be paid at the appropriate time.
- The committee would like to keep the momentum going, so will be looking to continue with the planning application as well as starting to fundraise.

ACTION FOR CLERK – Start exploring grant opportunities

ACTION FOR CLERK – Ask Steve (architect) what the next stages would be after the feasibility study, including costings.

55.18 HIRE FEES AND ANNUAL RATES FOR 2019

- It was suggested that the Cricket Club could apply to the parish council for a grant to cover the remainder of their 2018 fees, which would be considered by the full council.
- Simon Lewington has provided a breakdown of the Football Club's usage, which amounts to approximately 235 sessions per annum. The Cricket Club will only be fielding one team next year, using 36 sessions.
- Simon Lewington advised that the Football Club had not objected to the proposed fee for 2019 of £1950.
- It was agreed that the Cricket Club fees for 2019 will be agreed at the January meeting.

56.18 ISSUES RAISED BY MEMBERS

Cllr. Smith – There is a large amount of football club equipment and kit in the main room of the pavilion, and this needs to be tidied away, as the room is being hired out to other users. This needs to be addressed in the future, and it was suggested that items left in the pavilion on a Monday will be disposed of.

ACTION FOR CLERK – Write to Justin Sercombe to request that the Football Club move their kit and equipment.

57.18 ANY MATTERS FOR FUTURE DISCUSSION

Cricket Club annual fees

Next planned meeting Wednesday 16 January at 7:30pm at Playfield Road Pavilion

Meeting closed at 8:54 pm

Signed **Dated**