



**Kennington Parish Council
Oxfordshire**

**Notes of Playing Fields Committee meeting on
15 January 2020 at 7:30 pm in Playfield Road pavilion**

Present: Mr Baker Cllr. Mrs. Buckingham Mr. Bunt Cllr. Charlett Cllr. Feather
Mr. Gardiner Cllr. Patterson Cllr. Russell

In Attendance: Billy Allen and Rachel Brown (Clerk)

51.19 APOLOGIES – Mr. Robins

52.19 DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS – None

53.19 MINUTES OF THE LAST MEETING

The Committee resolved to sign minutes of the meeting on 13 November 2019 as a true record with one correction.

54.19 TENDER PROCESS FOR THE PAVILION PROJECT

Billy Allen gave a presentation regarding the tender process for the pavilion project. He then left the room.

55.19 EXPENDITURE REPORT

Budget for Playing Fields Committee 2019-20	£30,975.00
Income to 13 November 2019	£2,250.00
Total spend to 13 November 2019	£7,241.99
Remaining budget for 2019-20	£25,983.01
(including £10,000 in EMR for pavilion project)	

Income since 13 November 2019 - None

Expenditure since 13 November 2019

Payment ref. 2019/...	Playing Fields Budget	
121	Brunel Surveys Ltd Topographical survey of Playfield Road playing field	£650.00
126	Playdale Ltd Replacement rope ladder and net for Forest Side play area	£1,299.53
128	Calber Facilities Management Weekly clean of PF Rd pavilion	£112.08
129	BGG Garden & Tree Care Ltd Playfield Rd grass cutting October	£180.00
129	BGG Garden & Tree Care Ltd Forest Side grass cutting October	£150.00
129	BGG Garden & Tree Care Ltd The Links grass cutting October	£60.00
131	Mrs R L Brown Play bark for The Links play area and adult gym at Playfield Road	£212.00
132	Thames Valley Roofing & Painting Repairs to Forest Side roof	

Payment ref. 2019/...	Playing Fields Budget	
134	Maylarch Recycling Ltd Wheelie bins for play areas in November	£81.40
DD	Castle Water Ltd Pavilion water supply October	£7.00
140	Kohler Mira Ltd Playfield Road pavilion shower service & repairs	£563.95
141	Calber Facilities Management Weekly clean of PF Rd pavilion	£112.08
143	Savills (St John's College, Oxford) Forest Side rent Dec - March	£462.50
147	Glasdon UK Ltd Litter bins for Playfield Road playing field	£229.78
153	Simon Higgs Aeration of pitches at Playfield Road	£500.00
154	Maylarch Recycling Ltd Wheelie bins for December	£81.40
DD	SSE Gas Ltd Gas supply Playfield Rd Q3	£157.29
DD	Castle Water Ltd Pavilion water supply November	£6.97
DD	Southern Electric Playfield Rd pavilion electricity Q3	£247.07
DD	Southern Electric Forest Side pavilion electricity Q3	£56.38
DD	Castle Water Ltd Pavilion water supply Dec-Mar	£28.33
TOTAL SPEND 13 NOVEMBER 2019 TO 15 JANUARY 2020		£5,547.76

Remaining budget for 2019-20 **£20,435.25**
(including £9,350 in EMR for the pavilion project)

The clerk advised that there is £1500 in the budget for pitch maintenance which could be spent by the end of the financial year.

56.19 NEW ISSUES

- Some teenagers were found trying to get into the cabin at Playfield Road, but there does not appear to be any damage.
- It was believed that a key had snapped off in the padlock at the gate at Playfield Road. Cllr. Charlett had a look at this and it was agreed to call the locksmith, who advised that the lock just needed oiling.
- There was a problem with the showers at Playfield Rd running cold after a few minutes. The service engineer came out again and ran the showers with one jet for 20-25 minutes before the hot water ran out; however a team showering would cause the hot water to run out more quickly (around 5 minutes). He also said that it is likely that the tanks are not filling to capacity, as they look fairly old so are probably full of gunk and limescale. He had a look at the valves, and said that it looks like the right hand tank might be on the way out, which is not helping the problem.

57.19 It was agreed that the tanks and shower system need to be looked at. It was queried whether the two current tanks big enough for two teams to shower.

ACTION FOR CLERK – Ask Mira for a quotation to look at the tanks, plus another two quotations from plumbers with experience with commercial systems. Circulate to committee for agreement ASAP

- The showers have not yet been descaled. Cllrs. Charlett and Feather will do this.
- The fire extinguisher service is due again at both the pavilions.

58.19 It was resolved that the committee will ask Executive Fire Control to service the fire extinguishers

ACTION FOR CLERK – Organise fire extinguisher service for pavilions with Executive Fire Control

- Gas boiler service has been carried out, and landlord gas safety record issued. There is a recommendation that a carbon monoxide alarm is fitted adjacent to the boiler.

59.19 It was agreed that the clerk will purchase a carbon monoxide alarm for Playfield Rd pavilion

ACTION FOR CLERK – Purchase carbon monoxide alarm

- Mr Robins rolled the outfield but this had to be abandoned as the ground was too wet.

60.19 CONTINUING ISSUES

- Simon Higgs started to aerate the football pitches at Playfield Rd, but had to stop as the ground was too wet and large clumps of earth were being dug up. He aims to complete this once the ground has dried out, probably at the end of the football season.
- The initial report from the FA Pitch Improvement Programme has been circulated by Mark Baker. The FA will send Mark some details of funding that the club may be eligible for.

ACTION FOR CLERK – Share report with Simon Higgs and ask him to provide costings for the work

- Cllr. Smith has agreed to carry out the PAT testing at the pavilions
- Clerk has arranged two new sets of keys for Playfield Road, as requested by the football club. One of these has been signed for, but Clerk is awaiting the second set to be collected and signed for. Clerk has invoiced football club for the key deposits, but this has not yet been received.
- BGG have been asked to trim back the scrub at the far side of Playfield Road, and this will be completed once the ground is drier.
- Clerk has purchased new litter bins for adult gym area and outside the play area at Playfield Road.
- Cllr. Feather found an option for a ramp into the paint room at Forest Side – this is a rollramp, which could be rolled up and stored inside the paint room, and rolled out as needed. Clerk and Cllr. Feather investigated the health and safety implications of a permanent ramp, which are unfeasible given the height of the step into the paint room. Mr Bunt will ask the football club committee whether a ramp into the paint room is really necessary.
- The fascias and doors at Forest Side still need painting, and the changing room still needs decorating, however the area under the Velux window may need replastering. Mr Baker advised that some of the door handles at Forest Side are broken, and will need replacing.

ACTION FOR CLERK – Meet with Steve Moncur to discuss painting fascias and doors and redecorating of changing room. Ask Steve about changing door handles in the pavilion

- Thanks to Mark for sending the new fixture lists for 2020. These are on the noticeboards at Forest Side and Playfield Road.

- Clerk met with a representative from Oxford Direct Services about maintenance of the cricket pitch over a summer season. The clerk is awaiting a quotation, but it is likely to be in the region of £6-7000. Cllr. Feather will try contacting the groundspeople at Oxford University and Radley College.

61.19 HIRE CHARGES FOR 2020

Cllr. Feather **proposed** that annual hire charge for Kennington Football Club increases to £1995 (5% increase). This was seconded by Cllr. Charlett and agreed unanimously.

It was agreed that the hourly hire rates remain the same (£12/hr for businesses or organisations; £9/hr for Kennington residents; £6/hr for village organisations – maximum of £60 per day)

62.19 FUTURE OF KENNINGTON CRICKET CLUB

There is a hope that there will be a cricket club in the future, and the council would like to maintain the cricket square at a basic level, so this remains a possibility. It is unclear whether Kennington Cricket Club is able to formally dissolve, due to a lack of members.

63.19 PLAYFIELD ROAD PAVILION PROJECT

The committee met with Steve Wolstenholme before the meeting to discuss the plans. Steve will update these and discuss with Sport England, the Football Association and Thames Valley Police in preparation for submitting the full planning application.

64.19 ISSUES RAISED BY MEMBERS

65.19 Mr Baker queried whether the summer tournament could be held at Playfield Rd occasionally, in order to give the ground at Forest Side a break. If there is no cricket, there is no objection. Previously, cars have been parked at Small World nursery car park, which may be a possibility again.

66.19 Cllr. Mrs. Buckingham – down by the gate into the memorial field, there is a big puddle. It needs some more gravel.

ACTION FOR CLERK – Obtain price from AWBS for some gravel for the area by the memorial field gate

VE Day Event & Family Picnic – could the football club be involved in helping run some football training, please? Mr Baker and Mr Bunt advised that this should not be a problem.

67.19 Cllr. Charlett - there is a broken socket in the main room at the pavilion.

ACTION FOR CLERK – Arrange for broken plug socket to be fixed or replaced.

68.19 ANY MATTERS FOR FUTURE DISCUSSION –

Pavilion project

Renovation and maintenance scheme for football pitches

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

Meeting closed at 9.04 pm

Signed **Dated**