



**Kennington Parish Council
Oxfordshire**

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

Present: Mr Baker Mr. Bunt Cllr. Charlett Cllr. Feather Cllr. Patterson Mr. Robins
 Cllr. Russell Cllr. Smith

In Attendance: Rachel Brown (Clerk)

1.20 APOLOGIES – Cllr. Mrs. Buckingham and Mr. Gardiner

2.20 DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS – None

3.20 MINUTES OF THE LAST MEETING

The Committee resolved to sign minutes of the meeting on 15 January 2020 as a true record.

4.20 EXPENDITURE REPORT

Budget for Playing Fields Committee 2020-21 **£29,675.00**
(including £12,500 in EMR for pavilion project)

Income since 1 April 2020

Invoice No.		
	Friends of St Swithun's School (FOSS)	
	Hire for Fun Run	£48.00
	SSE Gas	
	Refund for pavilion gas supply	£363.46
TOTAL INCOME TO 16 SEPTEMBER 2020		£411.46

Expenditure since 1 April 2020

Payment ref. 2020/...	Playing Fields Budget	
006	Grundon Waste Management Ltd Wheelie bins for Feb and March	£158.19
014	Calber Facilities Management Weekly clean of PF Rd pavilion	£112.08
015	BGG Garden & Tree Care Ltd Hedge cutting at Forest Side	£550.00
016	S Moncur Fence repair at The Links play area	£290.00
027	S Moncur Forest Side pavilion decorating and repairs	£1000.00
028	BGG Garden & Tree Care Ltd Forest Side, Playfield Rd and The Links grass cutting April	£390.00
031	Grundon Waste Management Ltd Wheelie bins for April	£35.50
030	Calber Facilities Management Weekly clean of PF Rd pavilion	£112.08
037	BGG Garden & Tree Care Ltd Forest Side, Playfield Rd and The Links grass cutting May	£195.00

Payment ref. 2020/...	Playing Fields Budget	
038	R L Brown Fluorescent rope for cricket square	£57.50
039	Calber Facilities Management Weekly clean of PF Rd pavilion	£140.10
040	St John's College, Oxford Forest Side rent June - Sept	£462.50
041	Grundon Waste Management Ltd Wheelie bins for May	£35.70
046	D E Electrical Pavilion showers electrical test	£50.00
051	T Fleming Cricket square grass cutting	£60.00
DD	Southern Electric Playfield Rd and Forest Side pavilions electricity	£214.93
DD	EDF Energy Ltd Pavilion gas 1/5/20 – 20/6/20	£12.90
060	Calber Facilities Management Weekly clean of PF Rd pavilion	£112.08
037	BGG Garden & Tree Care Ltd Forest Side, Playfield Rd and The Links grass cutting June	£390.00
063	Grundon Waste Management Ltd Wheelie bins for June	£51.93
064	C Charlett Padlocks and bolts for Forest Side pavilion	£29.16
066	Eurooffice Ltd. Hand towels and dispensers for pavilions	£200.41
DD	EDF Energy Ltd Pavilion gas June/July	£7.31
072	T Fleming Cricket square grass cutting	£20.00
073	R L Brown PPE, hand sanitiser, Covid stickers and hand wash for pavilions	£116.34
074	Calber Facilities Management Weekly clean of PF Rd pavilion	£140.10
077	CGS Stores Ltd Soap dispensers for pavilions	£90.00
078	Stanhope Wilkinson Associates Architect fees for pavilion project up to submission of full planning application	£4,250.00
079	Beauchamp & Butler Plumbing Repair pavilion showers and urinal	£378.00
080	BGG Garden & Tree Care Ltd Forest Side, Playfield Rd and The Links grass cutting July	£390.00
082	Grundon Waste Management Ltd Wheelie bins for July	£102.97
DD	EDF Energy Ltd Pavilion gas July/Aug	£15.24
083	Russ Gooding Trim boundary hedge and maintenance to trees at Playfield Road	£825.00

Payment ref. 2020/...	Playing Fields Budget	
084	Vale of White Horse District Council Full planning application submission for Playfield Rd pavilion rebuild	£1,848.00
089	T Fleming Cricket square grass cutting	£20.00
091	St John's College Forest Side rent Sept-Dec	£462.50
092	BGG Garden & Tree Care Ltd Forest Side, Playfield Rd and The Links grass cutting August	£390.00
094	Bryans Lock Services Ltd Open and repair lock to cupboard at Forest Side pavilion	£75.00
095	S Moncur Repair stone wall at Playfield Rd	£68.00
096	R L Brown Hand sanitiser bracket for Playfield Rd pavilion	£4.16
098	Playsafety Ltd Play area inspections 2020	£219.50
100	Grundon Waste Management Ltd Wheelie bins for August	£43.12
TOTAL SPEND TO 16 SEPTEMBER 2020		£14,125.30

Remaining budget for 2020-21 **£15,961.16**
(including £6,402 in EMR for the pavilion project)

5.20 NEW ISSUES

A The football club has requested some more line marking paint.

6.20 It was agreed that the clerk will purchase the same amount as last year.

ACTION FOR CLERK – Purchase supply of line marking paint

B People keep parking their cars on the field at Forest Side when the gate is open for a football match and getting locked in.

6.20 It was agreed that the clerk will ask Scorpion Signs for a price for a sign for the A frame saying "Football Parking Only. Gate will be locked."

ACTION FOR CLERK – Request price from Scorpion Signs for an A-frame sign.

C The clerk queried whether the football teams are using the pavilions, as there is new legislation which states that the community facility must have details of people using the building, as well as the groups using it, for NHS Test and Trace.

7.20 It was resolved that, as the Football Club currently has exclusive use of the pavilions, they will maintain the records and share with the Playing Fields Committee if required. This situation will need to be reviewed.

D The clerk asked for the football club to remind the team managers to sign their key forms and return them, and requested an up to date fixture list for each field.

ACTION FOR MR BAKER – Remind team managers to sign and return the key receipt forms and send fixture lists to Clerk.

8.20 CONTINUING ISSUES

- A** As no-one has been able to use the showers due to the coronavirus regulations, it is unclear whether they are now fixed.
- 9.20** **It was resolved** that the committee will not take any action currently, as there is no indication that the regulations will change so the showers are likely to be out of action for the foreseeable future.
- B** The PAT tests are due at both pavilions and Cllr. Smith has agreed to do these.

ACTION FOR CLERK – Arrange suitable time for PAT testing at the pavilions with Cllr. Smith

- C** The new litter bins are still in the hall at Playfield Rd pavilion. Cllr. Charlett has it on his list of jobs to put these out.
- D** It was queried whether a ramp into the paint room at Forest Side is required, as the line marking machine is still inside the pavilion. All the line marking is currently being done by Clive Woodhouse and his son, so the football club will check with him.

ACTION FOR MR BAKER – Speak to Clive Woodhouse about keeping the line marker in the paint room.

10.20 AMENDED HIRE CHARGE FOR FOOTBALL CLUB FOR 2020

- 11.20** **It was agreed** that the Playing Fields Committee would offer a 40% reduction to the football club on the annual hire charge, due to the coronavirus pandemic. This was proposed by Cllr. Feather seconded by Cllr. Russell and agreed by all. The proposed annual hire charge of £1,197 will be taken back to the Football Club Committee.

12.20 PROPOSAL FROM WOLVERCOTE CRICKET CLUB

A proposal has been received from Wolvercote Cricket Club in relation (WCC) to hiring the cricket pitch and pavilion in Kennington from 2021. Draft terms have been received from WCC, of which the committee is largely in favour; however there are a few points which will need to be addressed, such as the request for 'exclusive use'. There is likely to be a cross over at the beginning and end of the football season with cricket and football, however this has been managed successfully in the past. WCC has also requested that the outfield is cut every week during the cricket season, and a price for this has been received from BGG. Other options include Toby, who currently cuts the cricket square, or the new Village Warden.

- 13.20** **It was resolved** that the Playing Fields Committee is largely in favour of agreeing a contract with Wolvercote Cricket Club, however there are some issues which need to be ironed out first.

ACTION FOR CLERK – Draft amended terms for Wolvercote Cricket Club to be circulated by this weekend

14.20 PLAYFIELD ROAD PAVILION PROJECT

The full planning application has now been submitted to the district council and is under consideration. A decision is due by 27th October 2020.

15.20 RENOVATION AND MAINTENANCE SCHEME FOR FOOTBALL PITCHES

The football club has received funding from the Football Foundation for work on the pitches at both Playfield Rd and Forest Side. We have full funding for two years based on the pitch reports from the FA. The first tranche of work took place in May. They have re-seeded the men's pitch at Playfield Rd and aerated all the sites. Weed killer and feed have been applied as well as some other patching work. The next visit is scheduled for 30th September, for three days of aeration, feed and weed, however this

may be delayed if the ground is still too hard. Mr Baker will keep the clerk informed if the date will change.

ACTION FOR CLERK – Put notices of work on Kennington Connected and noticeboards at playing fields

16.20 ANNUAL PLAY AREA INSPECTIONS

The annual play area inspections have now taken place, and although there are no urgent issues, more bark is required at both sites. The clerk has obtained three quotations for 45m³ play bark to be delivered across both play areas (35m³ at The Links and 10 m³ at Forest Side).

17.20 It was agreed that the committee will accept the cheapest quote of £48.55 per m³ + VAT (total of £2,184.75 + VAT). This was proposed by Cllr. Charlett, seconded by Cllr. Patterson and agreed unanimously. Delivery will be requested in October when the play areas may be less busy.

ACTION FOR CLERK – Accept quotation from playbark.com and arrange delivery in October.

18.20 FLYING OF DRONES AND MODEL AIRCRAFT IN THE PLAYING FIELDS

19.20 It was resolved that the use of drones and aircraft in the playing fields is prohibited due to the risk of one falling on someone. The existing signs will be replaced to contain this wording in addition to the other prohibited activities. This was proposed by Cllr. Patterson, seconded by Cllr. Smith and agreed unanimously. The clerk will ask OALC for advice on wording.

ACTION FOR CLERK – Arrange for existing signs to be replaced at both playing fields prohibiting the flying of drones and model aircraft.

20.20 ISSUES RAISED BY MEMBERS

21.20 Mr Robins advised that all the cricket kit is currently owned by Kennington Cricket Club, but a discussion needs to be had about who will take ownership of this equipment so Kennington Cricket Club can fold. This is being insured by the parish council, but needs to be regularly maintained. The football club queried whether they could use some of the equipment and Clive Woodhouse may be able to help with the maintenance.

22.20 ANY MATTERS FOR FUTURE DISCUSSION

None

Next planned meeting Wednesday 18 November at 7:30pm

Meeting closed at 8:54 pm

Signed **Dated**