



**Kennington Parish Council
Oxfordshire**

**Notes of the Playing Fields Committee meeting on
17 January 2024 at 7:30 pm in Playfield Road pavilion**

Present: Cllr. Feather Cllr. Smith Cllr. Buckingham Mr Baker Mr Babbs
Mr Rahim

In attendance: Anne Feather (Clerk)

Chair welcome Hanif Rahim who will be attending these meeting as a representative of Wolvercote Cricket Club, as Daniel Crouch can rarely make the meetings. Both Hanif and Daniel are co chairs of the club.

38.23 APOLOGIES – Cllr. Brown; Mr Robins and Mr Gardiner

39.23 DECLARATIONS OF DISPOSABLE PECUNIARY INTERESTS – None

40.23 MINUTES OF THE LAST MEETING

The Committee resolves to sign minutes of the meeting on 15 November 2023

41.23 EXPENDITURE REPORT

Budget for Playing Fields Committee 2023-24	£38,690.00
Income to 31 December 2023	2,665.00
Expenditure to 31 December 2023	18,784.00
Remaining budget as at 31 December 2023	22,571
Including 20,000 in EMR for pavilion project	

Total of 93,277.76 in EMR for pavilion project

Direct debits paid in November and January	£
SSE Southern Electric – 1.10.2023 to 31.10.2023	86.42
Forest Side pavilion 26.94 Playfield Road pavilion 55.36 (+VAT) (paid 31.10.23)	
EDF Energy	14.00
Playfield Road Pavilion gas supply	
Southern Electric	99.94
Electricity supply for Playfield Rd pavilion (£64.97) Forest Side pavilion (£30.21)	
Castle Water Limited	17.31
Water during November 2023 at Playfield Rd pavilion	

Reference No. 2023/	Accounts paid December	£
156	Calber Facilities Management Ltd Covering Village Warden's 4 weekly cleaning of Playfield Rd pavilion in Oct & Nov 147.72 Emptying bins at both playing fields 2 weeks 197.00 Emptying bins at Forest Side 6 weeks 519.84 (+VAT)	1,214.72
157	BGG Garden & Tree Care Ltd. Forest Side playing field 77.50 Links play area 30.00 (+ VAT)	128.00
160	Grundon Waste Management Ltd Wheelie bins in Nov – Forest Side 58.60	130.78

	Playfield Rd – 45.18 + additional Aug rental 5.20 (+VAT)	
163	Savills (on behalf of St John's College) Hire of Forest Side playing field 25.12.2023 to 24.3.2024	505.00
165	M.R.H.Services To carry out service inspections of 3 play areas	145.00
167	Bryans Lock Services Additional access key for pavilion at playfield Rd	30.24
170	Stanhope Wilkinson Associates 1st stage – professional fees in connection with Playfield Road pavilion Project	1,800.00
171	Profix Property Preservation Limited Repair to pavilion wall at Playfield Road	2,955.20

Reference No. 2023/	Accounts paid in January	
179	Prime Compliance Services Ltd Legionella Control Programme for Playfield Road pavilion Dec 23 – Nov 24	1,420.20
183	Holden & Parker Ltd Servicing of gas boiler and testing installation at Playfield Rd pavilion	108.00
184	Grundon Waste Management Ltd Wheelie bins in December Forest Side and Playfield Rd – both 45.41 (+VAT)	108.98
185	Calber Facilities Management Ltd Covering Village Warden's 5 weekly cleaning of Playfield Rd pavilion in December 184.65 Emptying bins at both playing fields 433.20 (+VAT)	741.41

42.23 NEW ISSUES - None

43.23 CONTINUING ISSUES

- A** Ordered and delivered bollard for car park at Forest Side playing field, will be installed as soon as weather permits.
- B** Roof tile at Forest Side pavilion arranged to be replaced on 18 January 2024
- C** The two cold water tanks at Playfield Road pavilion need to be cleaned and disinfected as per inspections/monitoring programme actions. Booked in for 19 January 2024.
- D** Received more details from Cleal's Wheels, who are interested in running a cycle coaching group at Forest Side playing field for children that are home educated. The use would be during school hours and once a week. ***'The sessions I plan to run are for up to 10 children who are all home educated. The majority of sessions will be run on the field with occasional sessions using the pump track (when weather allows due to the surface). I would be happy to make sure that all activities are kept off the marked football pitches, providing I am able to drive my small van up to the pavilion. If the van must stay off the grass then I would like to have use of the lower football pitch area. No use of the pavilion needed on a weekly basis but possibly for other one-off events in the future if possible. The sessions are 1 hour long and do not have a lasting effect on the area of use. I have run sessions at several schools with no damage to their fields. I am a fully qualified British cycling coach and First Aid certificates, risk assessments and insurance for such activities. Please let me know if there is anything else you need from me and if there are any local events that the council would look for entertainment, please let me know as this is something that is often successful amongst all age groups'.***

44.23 It was agreed that permission would be given to Cleal's Wheels to use the area at the top of Forest Side playing field to run a cycle coaching group. This would be a trial until the summer.

ACTION FOR CLERK – Inform Nathan Cleal, draft a Hire agreement and request sight of his risk assessment; 1st Aid Certificate; DBS and insurance, including his public liability.

E Play areas were inspected, resulting in Forest Side play area being temporarily closed. A refurbishment plan is being investigated to improve the play areas and equipment.

45.23 2024/25 HIRE FEES

At the annual Finance meeting on 7 December 2023 it was agreed to increase the 2024/25 precept by 15.8%. It was agreed at a past Playing field committee meeting, that hire fees would increase as per precept increase. This would mean that 2024/25 hire fees for the Football Club would raise to £2,408, an increase of £328. Mark Baker would take prices to next Monday's Football meeting and Chris Babbs would take to the Cricket meeting in four weeks.

ACTION FOR CLERK – Add 2024/25 Hire fees onto full council's agenda for approval at February's meeting

An agreement was made with Wolvercote Cricket Club that they would be charged £500 for two years (2023/24 and 2024/25) to see how things worked and whether the club and committee were happy with the situation.

46.23 It was agreed that later in the year a meeting with Wolvercote Cricket Club will be arranged to discuss the future including a hire fee for 2025/26.

47.23 PAVILION PROJECT

At the December's parish council meeting, after discussion it was agreed that the preferred option was to build a new pavilion at Playfield Road. Cllrs. Feather, Buckingham and Cobb met with architect recently to start to discuss plans moving forward. Identification of storage was discussed together with actual location of the facility. More drawings will be received next month. Cllrs. Buckingham, Cobb and Feather hoping to visit Kingston Bagpuize pavilion and hope to glean a lot of useful information and advice from the visit. It is hoped that by September 2024 an application for planning will be submitted. The issue of funding is the next hurdle on the horizon.

48.23 ISSUES RAISED BY MEMBERS

47.23 Cllr. Buckingham suggested that the committee meet every three months instead of two.

48.23 It was agreed that a quarterly meeting would suffice – if anything came up in between an interim meeting could be arranged, if necessary.

ACTION FOR CLERK – Amend the Terms of Reference of the Playing Fields Committee and add onto full council's agenda for approval at February's meeting

49.22 ANY MATTERS FOR FUTURE DISCUSSION

Pavilion project

Next planned meeting 17 April 2024

Meeting closed at 8:05pm

Signed.....Dated.....

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