

Watlington Pavilion and Sports Field Committee

Minutes of the 40th Meeting held on Thursday 3rd June 2010 at 8pm in the Community Office

1. **Present** - Sports Club members - Sandra Griffiths, Mick Lloyd, Tony Yeulett
Parish Council members - Barry Adby, Roger Beattie, Tony Williamson,
Also Present – Ted Backhouse, Chair of Parish Council

2. **Election of Officers** – the following were re-elected
 - a) **Chair** Tony Williamson
 - b) **Vice-Chair** Mick Lloyd
 - c) **Lettings** Sandra Griffiths
 - d) **Secretary** Tony Williamson)

3. **Declarations of interest**
 - a) For this meeting - none
 - b) Members of other organisations – it was agreed to seek SODC's guidance, through Kristina,
 - i. Do members of the Watlington Youth Committee, which is an independent body, have "interests" in relation to the Youth Club's hiring of the pavilion ?
 - ii. Do members of the Town Hall Charity Body, which consists of Parish Councillors carrying out the responsibility of the Parish Council as Trustee of the Town Hall, have "interests" when the Pavilion Committee is considering charges for the Pavilion ?

4. **Minutes** of 39th meeting held on Monday 22nd March 2010 were agreed.

5. **Football issues** –
 - a. Football Foundation Monitoring and Evaluation will take place at the Pavilion on Thursday 2nd September; Tony and Mick will attend.
 - b. Progress towards Community Charter Standard (Minute 5a) As two of the youth team have the relevant qualifications, Mick expected a formal application to be made before September
Mick
 - c. CRB – new regulations; Roger would attend a training session in June and report. **Roger**

6. **Approach to Parish Council from Chalgrove Cavaliers**
 - a. Request to Parish Council
"Dear Kristina, Chalgrove Cavaliers FC is the local club that organises football for U18s within the area and many of our players live within the Watlington Parish. Due to the recent club expansion, we need to find additional playing facilities. Would it be possible to base our home matches for one our teams at your sport field next season? We are registered to play about 10 home matches with the U13 team within the Oxford Mail Boys League next season. Matches are played on Sunday morning, on a medium or full size pitch.?"
 - b. Referral to Pavilion Committee - The request was referred by the Parish Council to the Pavilion Committee. In view of the number of Watlington children who play for Chalgrove Cavaliers, Council members looked forward to receiving the Pavilion Committee's views.
 - c. The following information has since been received from Chalgrove Cavalier Football Club (CCFC)

Watlington Pavilion and Sports Field Committee

- i. Pitches - 1 mini-soccer pitch on the Rec and 1 mini-soccer pitch on the school playing field at Chalgrove support the mini-soccer teams (U7, U8, U10),*
 - ii. an intermediate pitch (7' x 21' goals) for 11-a-side (U11, U12) and 9-a-side (Girls U14)*
 - iii. one full size (8' x 24' goals) for 11-a-side (U13). The full size pitch is not ideal. The standard is adequate and safe, but could be a lot better. It was understood that this pitch belongs to the Chalgrove Parish Council, to whom no rent is paid; the pitch floods in the winter and needs work done on it.*
 - iv. Teams Under 7s, U8s, U10, U11, U12, and U13s, play in the Oxford Mail Boys League (OMBL)*
 - v. Girls - 9-a-side (Girls U14) play in the Oxford Mail Girls Football League (OMGFL)*
 - vi. CCFC do not run a U9, U14, U15 or U16 teams.*
 - vii. Adult teams – CCFC do not run any adult teams. They have had discussions with the adult team, which has a separate affiliation with OFA and plays in Watlington on Sundays.*
 - viii. FA Charter Standard - Chalgrove Cavaliers have attained FA Charter Standard Development Club status; they are not an FA Charter Standards Community Club*
 - ix. Subscriptions - children pay £65 for the whole season, with no additional charges.*
 - x. Chalgrove pavilion has 2 changing rooms*
 - xi. Fixtures for the 2010-2011 season have to be submitted by 1 July 2010*
 - xii. CCFC's AGM on Thursday 13 May decided to play U13 next season on our FS pitch unless it became unsafe and to explore with Watlington Parish Council a better relationship in the future, to the benefit of both communities.*
- d. Watlington position
- i. Pitches - 2 full size pitches – one larger and better than the other*
 - ii. Teams for 2010-11 would be - U14 and U15 teams, 2 Saturday adult teams (though possibly only 1), and 1 Watlington Sports Club team playing under the name of "Chalgrove" team playing on Sundays*
 - iii. Pavilion has 4 changing rooms, 2 officials rooms, social area, kitchen and bar*
 - iv. Subscriptions – children pay £70 for the season with no match fees; adults pay £25 for the season plus £5 per match.*
- e. Watlington and Chalgrove football
- i. the clubs provide for complimentary teams and do not compete in the Oxford Mail Boys and Girls leagues.*
 - ii. The Watlington pavilion changing facilities are twice the size of Chalgrove*
 - iii. Most Watlington boys and girls, who are under the age of 13, now play for Chalgrove Cavaliers, because there are no appropriate teams in Watlington*
 - iv. Watlington Parish Council expect to have to pay £4,500 - £5000 per year rental for the sports field, back-dated to 2007.*
- f. It was agreed that –
- i. the Sports Club would consider the request and issues arising at their monthly meeting on Monday 7th June*
 - ii. the Parish Council would be asked to consider the request and issues arising at their monthly meeting on Tuesday 8th June*
 - iii. Tony would endeavour to visit and see the Chalgrove facilities*
 - iv. the request and issues arising would be considered at the next Pavilion Committee Meeting on 17th June, so that any decisions could be made in advance of the start of the next season*

7. Cricket season report – the 1st XI in Division 2 and the 2nd XI in Division 10 are in the Saturday League; the 2nd XI is mainly young Watlington players. There is a friendly Wednesday league, which is mainly youth. Icknield Community College play on the cricket square and Watlington cricketers

Watlington Pavilion and Sports Field Committee

use the Icknield nets during the winter.

8. Finance

a) Accounts and report for 2009-10 had been circulated with the following summary

Pavilion & Sports Field Committee						
Summary April 2009 - March 2010						DRAFT
	REVISED				Difference	REVISED
	BUDGET	Budget	Net	Budget	actual to	BUDGET
				2010-11	2010-11	2010-11
Expenditure					budget	
Water	1072	480	1072	480	592	
ADT	1464	1000	1464	1200	264	1400
Elect	1920	2000	1747	2000	-253	1500
Gas	1855	2000	1855	2500	-645	1500
BT	235	220	235	220	15	220
Insure	1057	1050	1057	1050	7	1050
Repairs	679	1000	679	1000	-321	1000
Business rates		333	349	698	-349	350
Grundons	85		85	0	85	0
Equipment	408		408	0	408	0
WPC repay	500	1000	500	0	500	500
Other	570			0		0
VAT			-747		-747	-700
	9847	9083	8707	9148	-441	
Income						
Sports	4320	4560	4669	4560	109	4650
Lettings	2875	3750	2805	3600	-795	3600
Youth club	1000		1000	1000	0	1000
WPC reimburse	496		496	0		
Electric reimburse	173					
WPC loan	500					
VAT returned	747					
Other						
	10110	8310	8970	9160	-686	
Excess income						
over expenditure	264	773	264			
Brought forward at 1st April 2009			785			
Balance at 31st March 2010			1049			
Owed to Parish Council			500		500	
Net position at 31 March 2010			549		549	
Projected position for 31st March 2011					-196	

- After 5 years operation of the Pavilion it is disappointing that it is barely breaking even and has not built up any reserves.
- Expenditure is £441 less than the 2010-11 budget, which did not provide for the repayment of £500, which was not repaid to the Parish Council in 2009-10.
- The Sports Club have contributed £109 above budget, in addition to the voluntary maintenance of the sports field, voluntary cleaning of the pavilion and Performance Rights Society fees.

Watlington Pavilion and Sports Field Committee

- d. Lettings income is £945 below 2009-10 budget and £795 below 2010-11 budget.
- e. While the Committee is responsible for the sports field, the accounts do not include the rent paid by the Parish Council to the Beechwood estate for the sports field. This started at £1500 in 1997 and went up with inflation to nearly £2000 by 2006. From 2007 it is expected to be at least £4,500 per year and possibly £5000 per year till the next review in 2017.
- f. The ADT security contract was discussed; this had been entered into for 5 years in January 2009, and appeared to be expensive. It included 3 separate contracts for Fire alarms, Burglar alarms and Emergency lights.
- g. The Water expenditure would be reviewed before the next meeting
- h. The Grundons contract for refuse bins should be the Parish Council's responsibility, not the Pavilion Committee
- i. A revised budget would be drawn up at the next meeting, starting from the figures in the last column
- j. The £500 Parish Council loan would be repaid out of the BBC £800 fee.
- k. An analysis of income showed
 - i. Sports Club contribution = £90 per week
 - ii. Youth Club contribution = £19 per week for Tuesday evenings
 - iii. Other lettings – although the official rates were £70 per evening session & £35 per daytime session, the toddler group and kinder group had been reduced to £10 or £20 per session, but had still closed down.

	Received	Sessions @ £35
Individuals	1400	40
Organisations	390	11
toddler group	525	15
kinder group	270	8
U3a	220	6
	2805	80

9. Pavilion building issues

- a. Extension of rail in social room (Minute 7a) – **Tony Y**
- b. Automatic ignition system for hot water (Minute 7b) – **Roger** to get prices so that boilers can be started after any power cut.
- c. Hot water (Minute 7c)– reducing temperature to 50° has been completed.
- d. Health and Safety (Minute 7f) - 1 Coke machines has been taken to Redbridge; another will be taken. **Roger**
- e. Electrics (Minute 7j)– outside lights and some switches – done.
- f. Disco equipment is stored in No 2 Ref Changing Room (Minute 7k)
- g. Cleaning the floor of the social room takes 45 minutes, and another 45 to clean the toilets; a cleaner would need to be paid £10 per hour. Funds are not available at present. (Minute 7l)
- h. Changing room doors (Minute 7m) - take half inch off them and insert brushes - done

10. Site issues

- a. Planning applications (Minute 8a) would be prepared for a portocabin, to be placed between trees, WC, services for both, and for outside store. **Roger**
- b. Football Foundation agreement (Minute 8b) – the relevant elements were attached; it was noted that the "claw-back period" lasted for 21 years from 15th August 2003.

- 11. **Sports Field rent review** was discussed. It was hoped that the Parish Council would settle this in the near future.

Watlington Pavilion and Sports Field Committee

12. Building letting issues

- a) Lettings information – the Parish Office could note that the only regular bookings were for the Sports Club on Friday nights, Saturdays and Sundays, for the Youth Club on Tuesday evenings, and for U3A on one afternoon a month. Messages could be left for Sandra, who returned calls within hours.
- b) Letting agreement would be reviewed at the next meeting, in relation to
 - i. If there was reason to change the heading from "Watlington Sports Pavilion Letting Agreement" to "Watlington Parish Council Pavilion Letting Agreement"
 - ii. Para 19 re cancellation
 - iii. After which agreements would be drawn up for 2010-11 for the Youth Committee and U3A; other users completed agreements for each session.
- c) Letting rates – would be reviewed at the next meeting, to consider changing the rates from £35 for morning & afternoon sessions and £70 for evening sessions to £10 per hour for daytime sessions

13. Dates for future meetings (8pm in Pavilion unless stated otherwise)

Thursday 17th June

Monday 13 September 2010

Monday 8 November 2010 (Budget)