

# Watlington Parish Council

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## MINUTES OF THE MEETING OF THE WATLINGTON PAVILION AND SPORTS FIELD COMMITTEE HELD ON THURSDAY 12th December 2013 AT 7.30PM IN THE COMMUNITY OFFICE

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### **Present:**

**Parish Council members:** Tony Williamson (Chairman) Barry Adby, Neil Boddington (late)

**Sports Club members:** Chris Allen, Owen Lewis, Mick Lloyd (Vice-Chairman), Bridget Griffiths

**Officer:** Kristina Tynan

**Members of the Public:** 1

### **1. Apologies**

Roddy Orr.

### **2. Chairman's remarks**

There were none.

### **3. Declarations of interest**

There were no declarations of interest notified.

### **4. To Accept the Minutes of the meeting held on Monday 11th November 2013**

**Resolved:** That these minutes were a correct record of this meeting and that they be signed by the Chairman.

### **5. Matters Arising (not included in the Agenda)**

#### **a. Draft Business Plan**

It was noted that that the draft Business Plan has been sent off to the Football Foundation and we have had an acknowledgement from them. Murray Fishlake is now our contact person at the Football Foundation.

We need to have a 5 year development plan from both Football and Cricket and these will then need to be drawn together. It was noted that PG has said he will send through an updated development plan for Football.

### **6. Use of Sports Field**

**a. Views of Football Club** – BG stated that no-one had been asked to attend from the Football Club and therefore there were no views to be given.

Discussion took place on whether the membership on this committee from the Sports Club should be made up of 2 from Football and 2 from Cricket. The Sports Club and Parish Council would need to be consulted on this.

NB suggested that the Sports Club be disbanded and that the Pavilion and Sports Club join together to become the new Committee. Membership could be 2 from Football, 2 from Cricket, 1 from Darts and 1 from Aunt Sally and 4 from the Parish Council. ML said that the usage of the pavilion from

each section would need to be considered. NB said that there could be a fixed fee from each section depending either on membership or usage and this would take the pressure of the Sports Club and their reliance on being supported by the bar profits. NB said that he could not see a future for the Sports Club in its present guise. ML said that this would be up to the Sports Club to resolve or to consider NB proposal. NB said that with a new format the Clubs would have more ability to develop themselves.

There would be issues that would need careful consideration and a lot of working out eg proportion of rent to be paid by each section etc but need to look at the principle first.

**Resolved:** That Neil Boddington prepare a 1 page paper on this which can be sent to the Sports Club for their consideration at their next meeting on the 5<sup>th</sup> January 2014.

- b. Views of Cricket Club** – The Cricket Club are very concerned about the cricket field and how it is being used by Football. It is very important that we look at how we run the Sports Field for the next few months. There is concern about the use of the field that between now and the start of the cricket season as will need to be in good order. It was noted that there are no football matches between now and the end of the year and the pitches should be put in order. CA expressed his concern that it will not be possible to bring the cricket pitch into a good condition for the beginning of the cricket season.

It was noted that the WPC is responsible for the Sports Field and the Pavilion as the WPC leases the Sports Field and owns the Pavilion and has responsibility for all the financial arrangements. The WPC has given responsibility to the PSFC to make arrangements and act on the WPC behalf. Whatever arrangements are made by the Sports Club needs to be minuted in this committee. If the Sports Club cannot reach agreement then up to the Parish Council to agree what happens. There needs to be an agreement in place between Cricket and Football or WPC will need to intervene. NB said that WPC could be minded to give an opinion on usage of the Sports Field. There needs to be a workable arrangement sorted out on the 5/1/2014 which can be reported to the next meeting of this committee on 13/1/14 otherwise this committee will need to discuss this issue.

It was agreed that any Football matches between now and the 5/1/13 should take place on the main football pitch and OL will put this in writing to the Football Club.

It was stated that there is FA documents which gives advice on grounds maintenance for dual use grounds.

The cricket season will start around the last week in April and the cricket pitch will need 4-6 weeks of recovery so it would not be possible to use the cricket pitch after the end of March at the earliest.

**Sports Club Accounts** – TW stated that the accounts from BG were very helpful and asked that up to date accounts from BG and KT were available for the January Meeting. TW said we now have a clear picture of the financial arrangements of the Sports Club.

## **7. Social Area cleaning– responses from users to letter agreed at October Meeting and Hourly Rates.**

The letter was sent to all hirers of the pavilion and a few responses have been received. The consensus was that it was felt quite reasonable to put up the hourly rate to £11 from £10. It was also agreed that it is quite acceptable for charges to be pro-rata. It was noted that a cleaning checking list would be very useful.

BA stated that the last booking for the Pavilion this year is on Tuesday 17<sup>th</sup> December 2013.

KT to put together a check list for users and a cleaning rota for the next meeting.

It was agreed that we do need to employ a cleaner. It was noted that the Sports Club do not use the deep fat fryer at the moment and this is helping the kitchen to look in a cleaner condition. CA will be touching up the paint in the areas that need it. The Christmas break would be a good time for the pavilion to have a thorough clean in all areas.

**Resolved :** That the hourly rate is put up to £11 an hour for regular users and £12 an hour for casual users from the 1<sup>st</sup> January 2014 excluding users who have paid in advance.

**Insurance for Users**

It was noted that for our hirers (not commercial) to have insurance cover for their events would cost approximately £25 for a year.

**RECOMMENDATION TO COUNCIL:** That we ask the Parish Council to add this to their insurance and to pay the extra £25.

**8. Agenda for Meeting on 13<sup>th</sup> January 2014**

**1. Development Plan** – How the Sports Field and Pavilion to be used over the next 5 years – all information needs to be drawn together. It is essential that we see this information in advance of the meeting.

**2. Discussion on how the Sports Field is used for the next few months – from SC Meeting 5/1/14.**

**3. Report on the SC Meetings view on the paper from NB.**

**9. Date of Next Meeting: 13<sup>th</sup> January 2014****10. Any Other Business**

**Youth Club request for Storage** – OL reported that the SC will work with them on this request on a short term basis.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.55PM**