



## MINUTES OF THE MEETING OF THE WATLINGTON PAVILION AND SPORTS FIELD COMMITTEE HELD ON MONDAY 17<sup>th</sup> NOVEMBER 2014 AT 7.30PM IN THE COMMUNITY OFFICE

**Present:**

**Parish Council members:** Neil Boddington, Roddy Orr, Tony Williamson, Elizabeth Winton  
**Cricket Club representatives:** Chris Allen, Peter Hosking  
**Football Club representatives:** Keith Woolfson, Paul Griffiths  
**Darts Club representative:** Owen Lewis  
**Aunt Sally Club representative**

**Officer:** Kristina Tynan

**In Attendance:** Ian Hill (WPC)

69/14 **Apologies**  
Bill Mitchell

70/14 **Declarations of interest**  
There were none.

71/14 **To Accept the Minutes of the meeting held on Monday 8<sup>th</sup> September 2014**  
It was noted that Roddy Orr was not present at this meeting.  
**Resolved:** That with the above amendment these minutes were a correct record of this meeting and that they be signed by the Chairman.

72/14 **Matters Arising (not included in the Agenda)**  
There were none other than agenda items.

73/14 **Pavilion Business Plan**  
This issue is still on-going

74/14 **PSFC Committee Structure from 31/12/2014**

**1. Re-formation of Sports Club**

It was noted that there have been two meetings with the Football and Cricket Clubs which were good and positive meetings and very productive. Both sections have agreed lots of similar goals for the Pavilion and Sports Field but there a number of basic fundamental issues that remain unresolved.

It was noted that the sections will continue to meet and discuss the issues that they do not agree on and go through a fair and democratic process to agree a way forward for all sections.

PG said he would like to explore the idea of the Sports Sections taking over the whole building and sports field. It was thought that this would be a good idea but there would still need to be some agreement in place

by the end of the year. It was noted that the Sports Field lease with Beechwood Estates is for 50 years with an option to renew for another 50 years with a review after 10 years.

**2. SLA - NB gave out a first draft stewardship agreement to be looked at.**

NB stated that we could either have 2 or 4 agreements in place but there needs to be an agreement in place by the end of December and a Recommendation has to be made to Full Council on the 9<sup>th</sup> December. It was noted that the draft would need refining and include references to lettings and bar arrangements for example.

**Resolved:** That we need to have another meeting to discuss this issue further and to discuss what recommendation will be given to Full Council on the 9<sup>th</sup> December 2014. A meeting to take place on Monday 1<sup>st</sup> December 2014.

75/14 **Accounts**

**1. PSFC Account**

**2. Sports Club Accounts** – It was noted that these have been sent to the Clerk in with a .dat file extension that cannot be opened. PG stated that a paper copy will be dropped into the office tomorrow.

It was noted that the only the Rent to the Parish Council is being taken from this account at the moment.

**Post Meeting Note: These have been received.**

**3. Bar Accounts** – It was noted that with the Sports Club not being a recognised body by the WPC and that there is no longer an agreement in place (ended Feb 2014) there is therefore no authority for the Sports Club to run the Bar and this issue will need to be resolved by the 1<sup>st</sup> January 2015. There may need to be a separate agreement set up for the running of the bar or alternatively the Bar Committee could become the Management Committee.

**Post Meeting Note: These have been received.**

76/14 **Site Usage Plan**

It was noted that this has been agreed and has been signed by both WTFC and WCC. (A copy of the signed agreement is held on file in the Parish Office)

77/14 **Pavilion building issues**

- a. **Urinal quotations** – 2 quotes have been received. 1 further quote to come.
- b. **Cleaning and kitchen issues** – These are still an issue.
- c. **Shutters in the Kitchen** – CA reported that he has done a temporary fix but he will go and speak to Barry Adby about how they work.
- d. **Lights in Main Hall** – Some bulbs need replacing and OL will deal with these.

78/14 **Football Development Plan**

KW has mostly completed this and he will send to NB in the first instance.

79/14 **Health and safety issues –**

a) **Glass Door to Changing Rooms** – OL/CA have looked into this and they are going to put on a clear plastic material on it whilst they look into having different door handles.

80/14 **Financial issues**

a) **Budget report Update 2014/2015** – KT sent this out prior to the meeting and is shown at the end of these minutes.

**Resolved:** That the updated Budget report be accepted.

b) **Budget for 2015/2016** – which will need to be sent to the Finance Committee for 26<sup>th</sup> November. There was much discussion on this and it was:

**Resolved:** To request the Finance Committee for the same grant of £6300 and ask them to consider an additional £2000 for cleaning costs.

c) **Fuel Bills** – KW is looking into Gas and Electricity Costs and OL and NB will look at where any savings can be made and also look into solar panels and any other ideas. A quotation to be sought also for auto igniting gas valves. It was also agreed to get a cost for an instant hot water tank for the kitchen. CA also agreed to look at the timers and try to time them more correctly to the useage of water needed.

81/14 **General Issues**

a) **Rats outside pavilion building** – BM has said he will deal with this problem and has caught one rat to date.

b) **Damaged table** – contact has been made with HB. OL said that he will obtain a cost for the repair of this table.

c) **Cars on Sports Field** – It was noted that a car has been seen driving on the cricket field. CA/OL will look at some ways of stopping this happening.

82/14 **Date of Meetings in 2014/2015** – These were not agreed.

83/14 **Any Other Business**

*The next meeting will be held on Monday 1<sup>st</sup> December at 7.30pm in the Parish Office.*

**There being no other business the meeting closed at 9.33pm**

## PAVILION AND SPORTS FIELD COMMITTEE

	<u>2014/2015 Budget</u>	<u>Actual Budget</u>	
<b>Pavilion and Sports Field EXPENDITURE</b>	<u>2014/2015</u>	<u>Excl VAT</u> <u>to 21/10/2014</u>	
Pavilion Security + Phone	1500	709	
Pavilion Insurance (wpc)	1000	1000	
Water for Pavilion	700	364	
Electricity for Pavilion	1550	1258	
Gas for Pavilion and Boiler Main	2600	1909	Gas contract change £900 relates to 2013/2014
Building Maintenance/supplies	1000	93	
Sports Field Rent( wpc )	5000	2500	
Repairs to Outside of Pavilion (WPC)	500	0	
Business Rates (SC)	350	0	
PFS Licence to May 2015	0	9	(paid last year (£9 difference for this year))
Premises License	185	0	
TV License	146	146	
	<b>14531</b>	<b>7988</b>	
<b>INCOME</b>		<b>RECEIPTS</b>	
Pavilion Hire	3100	595	
Sport Club Contribution	4670	2520	
Youth Club	1500	1000	relates to last year
Scouts	1200	1586	Part relates to last year
WPC Sports Field Contribution	5000	2500	
WPC Insurance Contribution	1000	1000	
WPC Repairs to Outside of Pavilion	500	0	
<b>Total</b>	<b>16970</b>	<b>9201</b>	
<i>Income minus expenditure</i>	2439	1213	
	<b>£</b>		