



MINUTES OF THE MEETING OF THE WATLINGTON PAVILION AND SPORTS FIELD COMMITTEE HELD ON SUNDAY 11th JUNE 2017 AT 8.10PM IN THE PAVILION

Present:

Parish Council members:

Ian Hill, Roger Beattie, Nicky Smallbone, Matt Reid

Football Club representatives:

Keith Woolfson, Paul Griffiths

Cricket Club representatives

Owen Lewis, Dan Byer

Officer:

Kristina Tynan

14/17 Election of Chairman

Ian Hill proposed Nicky Smallbone and this was seconded by Roger Beattie. There were no other nominations.

Resolved: That Nicky Smallbone unanimously be elected as Chairman.

15/17 Election of Vice-Chairman

Ian Hill proposed Keith Woolfson and this was seconded by Paul Griffiths. There were no other nominations.

Resolved: That Keith Woolfson unanimously be elected as Vice-Chairman.

16/17 Apologies for absence

Neil Boddington.

17/17 To approve the Minutes of the meeting held on Sunday 5th March 2017

Resolved: That the minutes from the above meeting be agreed as a correct record and that they be signed by the Chairman

18/17 Matters arising

There were no matters arising other than agenda items.

19/17 Reports from Sports Clubs

- a. **Football** – KW said that the WTFC finished with a very successful season. The next season will start for the 1st Team and the Reserve Team in September. WTFC have 4 Adult Teams, 7 Youth Teams and a Ladies Training Group. The 1st Team were in the North Berks Division 3 but will be going up to Division 2 next season. The Committee have appointed 5 new members who are mainly parents.
- b. **Cricket - OL** said there has been a lot going on which is in his report given to the WPC AGM. The 1st Team were promoted last year to Division 2. WCC have entered a 2nd X1 into the OCA Saturday League this year. There is also a Wednesday T20 league. Junior Cricket has about 70 boys and girls playing in Under 5's, Under 7's and Under 11's and most of them are from Watlington but it is drawing in children from other areas. There is also 2 Pool Teams, 2 Darts Teams and 2 Aunt Sally Teams.
- c. **Sports Club** – Graham Logan has been appointed as the Chairman and he was hoping to attend the meeting tonight but was unable to. KW said there is a new committee which is complying with the CASC regulations. There are still a lot of actions to complete.

20/17 Stewardship Agreements

- a. **The revised version has been sent to WCC.** – This still needs to be signed for 2016/2017.
- b. **Proposals for changes in the 2017/18 stewardship agreements-** It was agreed that the changes are fine but will need to be agreed by the WCC and WTFC committee.
KT will send out the new agreements for 2017/2018 to WCC and WTFC for signing, by the 1st July. IH reported that the Sports Field rent negotiations are progressing. We have appointed a Land Agent to negotiate with Beechwood Estates. We will ask our Land Agent for an update.
- c. **A stewardship agreement 2017/2018 for the Sports Club to cover their use of the bar**
KT will send to Graeme Logan for signing by the 1st July.

21/17 Budget

- a. **Budget 2017/2018** – draft agreed 21 Nov 2016 – review of WCC costs. Not discussed.
- b. **Discussion of how income for the PSFC can be improved** - Table prepared by KW of when the Pavilion is used and available was attached to the agenda. KW suggested ideas of how to increase awareness of the Pavilion being available to hire eg a banner to advertise the Pavilion which could be put on the Shirburn Road entrance to the Recreation Ground, using social media but stated that it would need someone with the time to manage this, enquiries etc. KW said that he thought there is some scope for increasing usage but it will take time/work to put out the campaign. It was also suggested that we put an advert in the Watlington Times.

22/17 Maintenance Plan, Business Plan and Pavilion Development Plan –Update

- a. **Management structure for building care and maintenance/ Pavilion Responsibilities** – WCC and WTFC to agree responsibilities. These were agreed as per the table NS had compiled. It was thought that having a caretaker for the Pavilion would be ideal. NS said she would cost this out so this can be discussed.
- b. **Defibrillator outside Pavilion** – This is now installed and can be seen on the 'Save a Life' App. IH said that WPC will be arranging some free defibrillator training for people in the community.
- c. **Vandalism to the Pavilion** – KT has not been given the Crime Number for the latest incident and will ask Chris Allen for this. The damage to the shutters will cost in the region of £1400 and it was agreed that we put in a claim to our Insurers for the damage.

23/17 Pavilion building issues

- a. **Cleaning and kitchen issues** – We now have a new cleaner, Dan Hendy.
- b. **Maintenance issues** – move thermostat to avoid adjustment by users of the Pavilion – KT reported that she had spoken to our Electrician on this and she will send out an email on this.
- c. **Improving/Decorating Pavilion** – It was thought that we should spend the £811 raised for this by fundraising by WTFC and WCC on new curtains and having the room painted. NS will organise a group to get together and agree paint colours and fabric for curtains.

As regards the outside of the Pavilion, RB is seeking quotes for painting the outside doors, windows and weather boards. It was asked if the hardware on the doors could also be replaced eg door stops and hooks and handles. RB will look into this.

- d. **Key Pad lock on door to changing rooms** – This has been installed
- e. **Baby Changing Unit in Disabled Toilet** –NS/RB /KT will organise this to be installed.

- f. **Air Fresheners in the toilets** – These have been put in.
- g. **Lighting for the Recreation Ground** – Neil Boddington was trying to obtain a free one.
- h. **Floor washer** – NS and RB had been shown by Bob Thomas on how to use this. KW to ask BT to show him how to use it and see if it would make the changing rooms and corridor easy to clean. NS said it is fairly cumbersome to use but may be easier than manually having to mop the floors and it just needs to be pushed.
- i. **Loft ladder** – There is a loft ladder already installed. However the pole to pull down the hatch is missing. KT will look into replacing this.
- j. **Hand dryers** – OL said that the air from these is not very strong in the changing rooms. Agreed no action at present.
- k. **Utilities Room reorganisation** – NS/RB said that they will clear out this area and asked that the sections remove any of their items.
- l. **Any other issues**
CCTV – Chris Allen said that he would look into this. KT will ask him for a progress report. NS and RB had met with our PCSO on site to discuss security issues following the vandalism to the building.

Planting of prickly bushes on the side of the Pavilion – OL suggested that this be done. It was agreed to ask Tom Bindoff for his advice.

Trophy Cupboard – KW said that WTFC will be putting in a free standing cabinet for the trophies.

24/17 Sports Field issues

Dog fouling – WCC have sent in their views on this to the Operations Committee. We still need the response from WTFC. IH reported that this was asked on the questionnaire given out at the WPC AGM. Out of the 21 responses, 17 said that dogs should be on leads, 2 said that dogs should be banned and 2 said they should be allowed to roam free. KT noted that subsequent comments on Facebook did not support this vote.

25/17 Health and safety issues-

Ash Tray outside the Pavilion – KW said that this is far too near the building and could pose a fire risk. It was agreed that this should be moved further away from the building. A number of options were given and it was agreed that once the new brush cleaner is put up we would agree where the ash tray should be.

26/17 General Issues

1. **PSFC –Terms of Reference** –KT sent this out to members with changes being highlighted.

Resolved: That the amended Terms of Reference be agreed and sent to Full Council for ratification.

2. **Extra Container for Youth Club** – RB stated that if the existing one is cleared up there should be no need for another one.

3. **Football Brush Cleaner** – KW reported that this just needs to be installed.

5. **Booking Agreement** – OL said that the ICC leavers did put inflatables on the cricket pitch even after they had been asked not to. ICC have said that they thought the cricket pitch meant the central square which they did avoid. OL said that he is taking up this issue with Mat Hunter. MR said that he has been in touch with him and that it was a genuine error. OL said that they have to pay £750 a year for using the ICC facilities and therefore they should not be allowed to use the cricket pitch without payment and that they caused some damage. It was agreed that MR and OL discuss this issue with Mat Hunter.

6. Proposal by FC to provide a goal for use by the community on the empty grassy area near the basketball court – Report from 17th May Operations – IH said that this was agreed. KW said that they will need some help to build this.

8. Car Park – Trial marking done in May – KW said that this is working very well. It was agreed to paint some short lines on the far side to indicate where cars should park.

27/17 Dates of next meeting Monday 25th September.

28/17 Any Other Business

Football Barriers – PG said that WTFC will write again to Beechwood asking if the other two sides of the barriers can be installed. WTFC has sought legal advice on this following their first response of saying it would be excessive development on this site. PG will update the committee on the response from Beechwood. It was noted that WPC will need to ask for the formal permission at an appropriate time.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10.10PM