



MINUTES OF THE MEETING OF THE WATLINGTON PAVILION AND SPORTS FIELD COMMITTEE HELD ON MONDAY 19th JANUARY 2015 AT 7.30PM IN THE COMMUNITY OFFICE

Present:

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

Officer: Kristina Tynan

01/15 **Apologies**

Peter Hosking and Bill Mitchell.

02/15 **Declarations of interest**

There were none.

03/15 **To Accept the Minutes of the meeting held on Monday 1st December 2014**

There was one correction which was agreed – Minute 89/14, item 2, paragraph 3, line 2 to change 'owned' to 'owns'.

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

04/15 **Matters Arising (not included in the Agenda)**

There were no matters arising other than agenda items.

05/15 **Pavilion Business Plan**

This is still on-going.

06/15 **PSFC Committee Structure from 31/12/2014**

1. Stewardship Agreements

NB said he has sent out amended agreements tonight by email to the sections and he said that he hoped that these can be signed and in place soon. The sections will need to take the amended agreements back to their committees for agreement. If there is not agreement then the issue will need to come back to this committee for discussion and a special meeting will be held if necessary.

2. Management/Bar Committee

This committee will administer machinery and there will be joint costs between the sections. There will be two representatives from both sections. This issue will be discussed at the sections next committee meetings as well as the sharing of responsibilities.

07/15 **Accounts**

1. PSFC Budget Update 2014/2015 and Account Balance.

An update on the budget was given by the Clerk and the Account Balance as at the 19/1/2015 was noted at £3196.59.

The Clerk reported that we will soon be receiving the bill for the new urinals in the Gents. The Gas bills are much higher but this is due to the showers and the heating being used more in these winter months.

2. PSFC Budget 2015/2016 (following the meeting of Finance and Full Council acceptance of their recommendations)

It was noted that the WPC have put in £1000 towards cleaning of the main areas of the Pavilion which will have to be match funded by the sections (in kind or cash). It was clarified that the cleaning was only for the social areas; main room, entrance hall, kitchen, ladies, gents and disabled toilet

3) Fuel Bills – information received from KW and letter from SSE

Noted. To discuss at the next meeting.

08/15 **Pavilion building issues**

a) Cleaning and kitchen issues

After discussion it was agreed that 2 sessions with two people for one hour would be best.

Resolved: To employ 'Claire and Wendy Cleaning' at a cost of £160 per four weeks on a three month trial. EW to write a 'to do' list for the cleaners.

b) New Urinals

The Clerk reported that these are on order and our plumber will do the works once he has received them.

c) Damaged table

OL said that he has received a quote for sanding this and the works will be done in the next week or two.

d) Shutters in Kitchen

CA said that he would speak to Barry Adby regarding these.

e) Instant hot water tank for kitchen – KT had obtained some quotes. However after discussion it was agreed not to purchase a hot water tank for the kitchen at the moment.

f) Timers of boilers – CA is looking into timings for heating and water. He will speak to Barry Adby about this in the first instance.

g) Toilets – Self closures and push plates – CA/OW to install these.

9/15 **Car Park** – Discussion on condition/parking spaces etc. - KW had sent an email on this. He also gave out a proposed plan showing marked up parking spaces. He also said that an extra 20 spaces were needed. NB stated that he will do a detailed scaled plan on this. This issue to be referred to the Operations Committee to discuss at their February meeting.

10/15 **Sports Field issues**

a) **Cars on Sports Field** – CA/OL to put in the posts.

b) **Hedge on Sports Field** – this needs to be kept at the same width when major cut was done so it does not encroach on the Sports Field. It was noted that Steve Strong cannot mow this due to the tree stumps being in the way.

11/15 **Health and safety issues** –

a) **Glass Door to Changing Rooms** – OL/CA are looking into this.

b) **Rat issue Update** – Lee Carrington (Pest Control) has been up to the pavilion and put down rat poison. He also visited a few days ago and removed a dead large rat from the roof space. A meeting was held with LC,

Bob West and KW and they agreed that there are 6-8 gaps on the base of the pavilion which need to be filled in. Bill Mitchell will also put some traps down.

It was noted that the plastic bin needs to be removed ASAP and CA is looking into a replacement metal bin (ex Army Container). A replacement bin needs to be sourced urgently and it was agreed that CA/KW and KT be delegated to do this.

12/15 **General Issues**

a) Height Barrier at Entrance to Rec/Sports Field (off Shirburn Road) – this to be included as part of the car park issue above.

13/15 **Date of Meetings in 2015**

27th April

20th July

26th October

14/15 **Any Other Business**

Public Space Protection Order – KW said that this is a new order and could be used to make dogs be on leads in the Recreation/Sports Field Area. Agreed that this be an agenda item for the next meeting.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.50PM