

Watlington Parish Council

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MINUTES OF THE MEETING OF THE WATLINGTON PAVILION AND SPORTS FIELD COMMITTEE HELD ON MONDAY 30th JUNE 2014 AT 7.30PM IN THE COMMUNITY OFFICE

Present:

Parish Council members:	<i>Neil Boddington, Roddy Orr, Tony Williamson, Elizabeth Winton</i>
Cricket Club representatives:	<i>Chris Allen, Pete Hosking</i>
Football Club representatives	<i>Keith Woolfson</i>
Darts Club representative	<i>Owen Lewis</i>

27/14 **Apologies**

Bill Mitchell

28/14 **Declarations of interest**

Tuck Shop in Pavilion – EW declared a prejudicial interest in this items as she will be involved with the tuck shop. She signed the 'Declaration of Interest' book and left the room for this item.

29/14 **To Accept the Minutes of the meeting held on Monday 7th April 2014 (attached**

Two amendments to the minutes were agreed: Minute 19/14 to now read...'KW suggested that we develop an online booking form' and Minute 23/13 to read 'Hedges around the Sports Field'.

Resolved: That the minutes with the two above amendments were agreed as a correct record of the meeting and were signed by the Chairman.

30/14 **Matters Arising (not included in the Agenda)**

There were no matters arising other than agenda item.

31/14 **Pavilion Business Plan**

TW stated that the Football Development , Cricket Development Plan, Business Plan, Accounts, Site Usage Plan, Maintenance programme, Hire charges etc need to be pulled together into one document. It is thought that we have all the information to do this. NB reported that he met with the Football Foundation and discussed this amongst other things and it was:

Resolved: That NB and KT put together all the information we have and that we sent it to the Football Foundation prior to the Support Day.

TW stated that the Financial Contribution from Football and Cricket for the next five years needs to be included in the Business Plan and it was noted that the Football and Cricket Club need to meet together and sort this out prior to the 18/8/2014. KW stated that the Football Club would like to operate as before with Cricket as the Sports Club.

TW stated that the WPC have not agreed to pay £6500.00 to the Pavilion indefinitely and this needs to be taken into account also.

32/14 **Football Foundation 1. Support Day – 19/8/2014 at 1.30pm at the Pavilion** – all relevant representatives/partners are asked attend and the following information will be needed for this meeting:

- Football Development Plan
- Business Plan
- Accounts
- Site Usage Plan
- Maintenance programme
- Hire charges

This was discussed in the agenda item above.

NB said that the FF will want to talk about issues such as WPC involvement and how and why the Sports Club is not operating the way it was previously. NB spoke to them about the present operating structure and that they are happy with this. NB has given PG this information and the FF would be happy to broker a meeting with Football and Cricket if necessary. There are many ideas that we can move forward on. After the Support Meeting it would be useful to have a more informal meeting with them. TW suggested that a meeting of the PSFC should take place on the 11th August to discuss issues prior to the support meeting.

It was thought that the time is not very convenient and KT to see if a 9am meeting on this date would be possible. It was agreed that everyone would be welcome to attend the Support Meeting.

33/14 Pavilion building issues

- a. **Urinal quotations** (Minute 21/14b) – Harvey Batten has supplies a quote and KT to seek 2 more.
- b. **Shelving in Changing Room (with Washing Machine)** – KW said that the Football Club would like shelving on the walls for the kit to be stored and asked that a contribution from the PSFC be considered towards this. The cost would be in the region of £450. The Committee gave support in principle for the idea of shelving to be installed and it was agreed that we will need to have a special meeting at the end of July/beginning of August to discuss this further. KT will email out a couple of dates and then arrange the meeting for the date that most people can make. KW will obtains 3 quotes.
- c. **Pavilion Booking Sheet** (Minute 25/14) – KT has circulated the sheet for July and a few changes were made. KT will re-issue.
- d. **Cleaning and kitchen issues** – Following discussion on this issue it was:
Resolved: That EW look into the cleaning issue with regards to a cleaner or caretaker for the Pavilion.
- e. **Emergency Lighting quotation** – A quote for £150 for their repair has been received.
Resolved: That we accept the quote and get the repair done as soon as possible.

34/14 Sports Field issues

Hedges around car park (Minute 22/14) – It was noted that following the cut of the hedge by Owain Davey it was agreed at a meeting with John Errington, Steve Strong, Barry Adby and Robert Barber that the Football Club would mow up to the new edge to keep the hedge from encroaching any further onto the field.

35/14 Health and safety issues

NB stated that we had a visit from the SODC Environmental Officer following a complaint from a member of the public about rats. However she could not find any evidence of any rats but in her report she stated that under the cooker should be cleaned after every use of it. NB followed up her visit by a telephone call to her.

The Environmental Officer also had a look at the new cricket nets following an accident when Scouts was taking place. of a child who ran into the bar of the net. Her advice is to paint it white. The PSFC Committee asked for their concern to be recorded for this incident and sent the best wishes for a speedy recovery to the child who had the accident

36/14 **Financial issues**

Budget report – The report produced by KT to the 20/6/2014 was agreed. It was noted that no PRS is due this year as paid for 2 years last year. It is now being collected by PIP and not by PRS direct.

37/14 **General Issues**

a) **Proposal for a Tuck Shop/Children's Activities during the Summer Holidays** - The following proposal has been received from Amanda Burton.

'During the first 4 weeks of the school Summer holidays, from Monday 21st July I would like to open a tuck shop in the Pavilion. I envisage it being open Monday to Friday from c. 10.30am to 3pm, depending on availability.

This is a private venture which I and a couple of other parents will organise, using our own money. During the time the tuck shop is open, the toilets will be available to the public. This will mean that the WPC will not have to pay for the hire of a Porta-loo. The tuck shop will be selling tea, coffee, squash and cans of fizzy drinks, crisps, sweets, ice lollies and ice creams and a few healthy options. A courtesy visit to Robin at the Granary would be made to make him aware of our intentions.

I propose that we will be responsible for the cleanliness of the toilets, kitchen and hall during these times in return for a hire free venue. We will supply our own cleaning materials'

This issue was discussed and it was:

Resolved: That we accept the proposal above for the first 4 weeks of the Summer Holidays.

b) **Bookings** – It was noted that we have lost the Munchkins group as the lady who ran it has moved away from Watlington.

38/14 **Date of Meetings in 2014 :** **Special Meeting TBA – end of July/Aug –Date will be notified**
Monday 8th September
Monday 10th November

39/14 **Any Other Business**

Gas Smell in Boiler Room – CA reported that he has been told there is a smell of gas in this area. He will check and deal with this.

Neilsens Global Awareness Day – OL expressed thanks to this team for all the work they did around the pavilion. They did a great job.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.12PM