



MINUTES OF THE MEETING OF THE WATLINGTON PAVILION AND SPORTS FIELD COMMITTEE HELD ON MONDAY 9th NOVEMBER 2015 AT 7.30PM IN THE PAVILION.

Present

Parish Council members:	Elizabeth Winton, Jon Lorimer
Cricket Club representatives:	Owen Lewis
Football Club representatives:	Keith Woolfson – Vice Chair
Officer:	Kristina Tynan

- 54/15 **Apologies**
Ian Hill, Roger Beattie, Paul Griffiths, Neil Boddington.
- 55/15 **Declarations of interest**
There were none declared.
- 56/15 **To approve the Minutes of the meeting held on Monday 21st September 2015 which were received by Council on the 13th October 2015**
Resolved: That these minutes were a correct record of this meeting and that they be signed by the Vice-Chairman.
- 57/15 **Matters Arising (not included elsewhere in the Agenda)**
Pavilion Business Plan (Minute 42/15 para 3 refers) – Regarding payment made by OFA and other external Cricket sport events, KW said that this is vital income for the Sport Section as the volunteers who help run these events do it to help the sports sections finances and not the WPC. If the payment does not come to the sections this would remove the motivation for people to help. There was a suggestion that perhaps a proportion could be given to the PSFC and it was agreed that this be further discussed at the next meeting.
- 58/15 **Progress report from Sports Clubs** – Report on progress agreements between the Watlington Sports Club and WTFC and WCC, especially with regard to operation of the bar (WTFC and WCC representatives)
There has been no further progress and Matt Reid had sent an email regarding this.
- 59/15 **Pavilion Business Plan** – If any update
No update and this will be an agenda item for the next meeting.
- 60/15 **Pavilion Development Plan**
Refurbishment of the Pavilion – Funds have been raised for painting the main room. An email had been sent by Andrea Calcutt offering to help Project Manage an upgrade on the Sports Pavilion in 2016 to include refurb and fundraising to cover the costs with her husband Neil Calcutt as they believe that the facility is important to people of all ages but believe it could be improved to generate a better income and become more self-sufficient. It was agreed that this could be very helpful and a meeting to be arranged to discuss this issue. KW/JL/EW/OL to meet with them. KT will arrange a meeting date.
- 61/15 **Budget 2016/17 to be agreed for Finance Committee** –
The current position for the 2015/16 budget was noted. Following discussion the draft budget was agreed which will be sent to the Finance Committee. PTO

PAVILION AND SPORTS FIELD COMMITTEE

	2015/2016 Budget	Actual Budget Excl VAT	Draft Budget
Pavilion and Sports Field	2015/2016	21/08/2015	2016/2017
EXPENDITURE			
Pavilion Security + Phone	1500	279	1500
Pavilion Insurance (wpc)	1000	1000	1032
Water for Pavilion	700	273	700
Electricity for Pavilion	1550	1079	1600
Gas for Pavilion and Boiler Main	2600	773	3000
Building Maintenance/supplies	1000	368	750
Sports Field Rent(wpc)	5000	5000	5000
Repairs to Outside of Pavilion (WPC)	500	525	500
Business Rates PSFC	350	237	360
Cleaning (WPC)	1000	500	1000
PFS Licence to May 2015	0	9	160
Premises/Bar License	185	0	0
TV License 1/3rd Cost	146	150	50
Planned Maintenance (earmarked)			500
	15531	10193	16152
INCOME		RECEIPTS	
Pavilion Hire	3100	565	2000
WTFC and WCC	4670	2100	5000
Youth Club	1500	0	750
Scouts	1200	0	0
WPC Sports Field Contribution	5000	5000	5000
WPC Insurance Contribution	1000	1000	1032
WPC Repairs to Outside of Pavilion	500	525	500
WPC Cleaning	1000	500	1000
Total	17970	9690	15282
<i>Income minus expenditure</i>	<i>2439</i>	<i>-504</i>	<i>-870</i>

Resolved: To recommend to the Finance Committee the above draft budget and to ask the Finance Committee to look at contributing towards the difference between the income and expenditure in the PSFC Budget.

62/15 Pavilion building issues

- a. **Pavilion Keys** – This problem has now been addressed.
- b. **Any other issues**
Scouts –EW has spoken to them about moving back to using the Pavilion. It is thought that both storage and costs would need to be addressed in the first instance.
Shutter on Kitchen – This is presently having to be propped open and OL and KT will look into this issue.
- c. **Storage** – OL stated that Cricket could do with some more storage. KW and OL to discuss this.
- d. **Maintenance list** – RB and IH had written a list of repairs needed. A lot of these have now been addressed and EW to manage the list, update and report back to the next meeting.

63/15 Car Park

There are two plans that have been drawn up by NB and JB which have been discussed by the Operations Committee who need some feedback from this committee. It was agreed that we ask Operations to choose the best plan which gives the most spaces and ask that they get the marking of the spaces costed out.

64/15 **Sports Field issues**

We are still waiting for a response from Beechwood Estates on the barrier and dug out issue. KT will chase this again and ask when their Board meeting is taking place.

65/15 **General Issues**

Rabbits – OL said that he has another person who will come and address the rabbit issue. He will send the relevant information to KT so she can arrange the permission documents to do this.

Dog Bags – KT reported that these are not being put in the dispenser at the moment due to people taking all of them when they have been filled up. It was suggested that this is because they are of good quality. KT will see if there are cheaper versions available.

Croquet Pitch- KT to check with George Bruce if this is still being used for croquet.

66/15 **Meetings Dates**

KT is working on these for next year. Dates will be sent out to members. Meeting will be quarterly and held in the Pavilion. The next meeting will be held in February.

67/15 **Any Other Business**

KW said that it is very important that if someone is down to action issues they must do them before the next meeting takes place. KT will try to keep a check on this.

KT to send the current letting agreement to OL as we will need to review this at the next meeting.

Borders around the Pavilion – OL has cut some of the foliage back. KT to see if WiB are going to do the borders as they have offered to do this.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.45PM