

MINUTES OF THE MEETING OF THE WATLINGTON PAVILION AND SPORTS
FIELD COMMITTEE HELD ON MONDAY 18th MARCH 2013
AT 7.30PM IN THE COMMUNITY OFFICE

Present:

Parish Council members: Barry Adby, Ted Backhouse, Tony Williamson

Sports Club members: Chris Allen, Owen Lewis, Mick Lloyd, Bridget Griffiths

Officer: Kristina Tynan

13/13 **Apologies**

There were none.

14/13 **Declarations of interest**

There were none.

15/13 **Chairman's remarks**

TW reported that Roger Beattie has resigned from the Parish Council and therefore we have a vacancy on the Pavilion Committee. TW asked that it was recorded that the Pavilion Committee have been grateful for his contribution and work whilst on the Committee.

16/13 **To Accept the Minutes of the meeting held on Monday 21st January 2013**

Resolved: That these minutes are a correct record of this meeting and that they be signed by the Chairman.

17/13 **Matters Arising**

There were no matters arising other than agenda items.

18/13 **Football and Cricket Issues**

a) Cricket Nets

The letter from Owen Lewis was discussed and further to this the following was agreed:

RECOMMENDATION TO COUNCIL:

1. To agree the creation of the net area by the construction of a permanent solid base, made of hardcore and concrete with strips of astro turf on top.

It is noted that Planning Permission is not required.

2. To agree a guarantee to Beechwood Estates to return the area back to the original condition in circumstances such as reaching the end of the normal term of the lease arrangement, the end of existence of the Cricket Club, or a decision to relocate made by the Cricket Club. The Sports Club will give WPC a written guarantee to return this area to the original condition in the same circumstances as above.

A copy of the letter to be attached to the Full Council agenda. The Clerk to check with John Errington if he would deem a WPC guarantee as a legal document.

b) Football Foundation Meeting – It was noted that this meeting was deferred by the Football Foundation. Paul Griffiths and Tony Williamson will attend the meeting when it is rescheduled. It is hoped that this will be the last meeting we will need to attend now that the Football Club has charter status.

c) Mini Soccer School – This started on March 2nd and 33 4-7 year olds turned up. It has been asked if they could expand the age groups and have an under 9's and an under 10's class.

19/13 **Sports Pavilion Business Plan** – Progress report

A meeting has taken place on this with TW,BA, ML and OL and there was a good exchange of views on this. It is hoped that a draft will be agreed by the group in the next few weeks and that this document will be available for the next meeting to be discussed by the Committee.

20/13 **Pavilion building issues**

A number of issues were mentioned:

1. **Showerheads** – These need replacing in Changing Rooms 3 and 4. BA to arrange.
2. **Keys** – Need a set of keys to Changing Room 3 and 4 and the Refs Room 1. – BA to arrange.
3. **Changing Room 4** – The Youth Club to be asked to remove their items from this room as it now needs to be used.
4. **Re-organisation of Cupboards** – The Sports Club to do this.
5. **Boot Cleaner o/s Pavilion** – The brushes need replacing – BA to measure these and arrange replacement.
6. **WIB Proposal to tidy up and put some new planting in the border in front of the Pavilion.** It was agreed that the committee would welcome them doing this. KT to let Terry Jackson know. OL mentioned that there used to be planting at the back of the Pavilion which is no longer there. It was useful in stopping footballs hitting the pavilion and the shutters. It was agreed that we ask if WIB would like to do any planting in this location.
7. **Ash Tree Stump** – We are awaiting a price for grinding this out. BA stated that the removal of this tree was wrongly reported in the Henley Standard. Beechwood Estates arranged the removal of this tree on the advice of the SODC Forestry Officer. Leytons removed it at no cost to anyone.

21/13 **General Issues**

a) **Report for Annual Meeting on 25th April** – It was agreed that this needs to be an upbeat progress report. CA and TW to produce this report. TW also asked if a Sports Club member could attend the meeting on the 25th April.

22/13 **Financial Issues**

a) **Financial Update** – This is shown at the end of these minutes and the current position was noted.

b) **WPC Budget 2013/2014** – The Finance Committee have asked that this committee consider a budget item for cleaning and report back to them. – **It was agreed that this be deferred for discussion to the next meeting.**

c) **Letting Review** – The paper produced by KT was discussed and noted. It was

thought that we need to meet with the Youth Club and Scouts and discuss their hourly rates as they have both had some preferential rates given for their initial use. It was agreed that OL and BA with KT set up a meeting with both groups to discuss their hire and rates of the Pavilion

The hourly rate of £10 per hour of the Pavilion at the present moment was noted and this will be discussed at the next meeting.

BA asked that a clause saying that payment to be within 30 days is added to the invoice and if not a 10% charge will be added.

23/13 **PEG** – It was agreed that we contact Martin Edis for an update on this issue.

24/13 **Correspondence**

1. Letter of complaint from Mrs Cooper re condition of pavilion – **KT stated that she had given a full refund to Mrs Cooper following this complaint which was justified.**
2. SODC – discretionary rate relief still at 10% - **Noted**
3. Executive Alarms – re contract for next year – **Following discussion It was agreed that in October 2013 we cancel the contract with ADT which expires in February 2014 and enter into a contract with Executive Alarms.**

25/13 **Next Meeting:** 3rd June 2013

26/13. **Any Other Business**

SODC Licensing Plaque – CA stated that this is out of date and needs to be replaced. He will contact SODC regarding this.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.20PM

PAVILION AND SPORTS FIELD COMMITTEE

| 2012/2013 Budget | <u>Budget</u> 2011/2013 | <u>PAYMENTS</u> <u>Excl VAT</u> <u>to 15/2/2013</u> | <u>Proposed</u> <u>Budget</u> <u>2013/2014</u> |
|--|----------------------------|---|--|
| Pavilion and Sports Field EXPENDITURE | | | |
| Pavilion Security Phone) | | 195) | |
| ADT Security) | 1840 | 930) | 1840 |
| Pavilion Insurance (wpc) | 1060 | 1000 | 1000 |
| Water for Pavilion | 880 | 376 | 880 |
| Electricity for Pavilion | 1430 | 1244 | 1430 |
| Gas for Pavilion | 2700 | 1494 | 2700 |
| Building Maintenance/supplies | 1000 | 1823 | 1000 |
| Sports Field Rent(wpc) | 5000 | 5000 | 5000 |
| Repairs to Outside of Pavilion (WPC) | | 1006 | 500 |
| Business Rates (SC) | 350 | 329 | 350 |
| PFS Licence | 285 | 86 | 285 |
| Premises License | 180 | 180 | 180 |
| TV License | 145.5 | 146 | 146 |
| Last Years Payment for Licenses | | 610 | |
| | 14871 | 14418 | 15311 |
| INCOME | | RECEIPTS | |
| Pavilion Hire | 3100 | 2546 | 3100 |
| Sport Club Contribution | 4670 | 4289 | 4670 |
| Youth Club | 1000 | 500 | 1500 |
| Scouts | | 1317 | 1200 |
| WPC Sports Field Contribution | 5000 | 5000 | 5000 |
| WPC Insurance Contribution | 1000 | 1000 | 1000 |
| WPC Repairs to Outside of Pavilion | | 1006 | 500 |
| Total | 14770 | 15658 | 16970 |
| <i>Income minus expenditure</i> | -101 | 1239 | 1659 |
| | £ | | |
| Bank Balance 15/2/2013 | 2675.00 | | |