



MINUTES OF THE MEETING OF THE WATLINGTON PAVILION AND SPORTS FIELD COMMITTEE HELD ON MONDAY 27th NOVEMBER 2017 AT 8PM IN THE PARISH OFFICE

Parish Council members:	Ian Hill, Roger Beattie, Matt Reid
Football Club representatives:	Keith Woolfson, Gabby Heycock
Cricket Club representatives	Neil Boddington, Owen Lewis
Officer:	Denise Allnut

- 42/17 Apologies for absence
Chris Allan, Nicky Smallbone, Graham Logan
- 43/17 To approve the Minutes of the meeting held on Monday 23rd October 2017
Corrections: 36F KW did not say he would look at all options. 41 /17 KW did not specify dimensions.
Resolved: That with the changes noted above it was agreed that the minutes from the above meeting be agreed as a correct record and that they be signed by the Chairman
- 44/17 Matters arising
There were no matters arising other than agenda items.
- 45/17 Reports from Sports Clubs
- a. **Football**
KW and GH reported that all was going well and teams were having a good season, despite reports to the contrary in the local press.
 - b. **Cricket**
OL and NB reported all was well
 - c. **Sports Club**
MR read out information regarding discussions with Graeme Logan and said the Sports Club needed to set a date for a committee meeting to discuss the draft Stewardship Agreement they had been sent, as well as issues to do with reporting of bar accounts. (See 46/17b below)
- 46/17 Stewardship Agreements
- a. OL said WCC are happy to sign and would like to add that they were very much looking forward to everyone working together.
 - b. **A stewardship agreement for the Sports Club to cover their use of the bar** – Still waiting for sports club meeting.
- 47/17 Budget
- a. **Budget 2017/2018** GH asked various questions about the phone charges, water rates and half year figures. IH clarified the situation. It was noted that insurance had been included twice in the draft budget.

- b. **Budget 2018/2019 IH** asked for any thoughts on likely changes in the budget for next year. RB pointed out that the Youth Club contribution would be down as they had only operated for half a year. IH said that there was no movement on a revised field rental yet, but that we should expect to have to pay back-dated charges.
- c. **Bar Accounts** There was no sports club representative available. IH explained that WPC need to see proper bar accounts. Nobody had seen any at the AGM. Will discuss at next Sports Club Meeting.

48/17 Maintenance plan, Business Plan and Pavilion Development Plan –Update

- a. **Management structure for building care and maintenance/ Pavilion Responsibilities** Not yet finalised.

49/17 Pavilion building issues

- a. **Cleaning and kitchen issues** – RB, IH and Nicky were happy with what they saw when they inspected. In the changing rooms there was a lead to a washing machine that crossed the hallway, which is dangerous. KW said this was a temporary solution. RB will speak to Neil Campbell about installing another socket.
- b. **Maintenance issues** –
 1. **Move thermostat to avoid adjustment by users of the pavilion.** There was some discussion about the best way to deal with this problem as it was thought that the mesh solution would not be appropriate. GH suggested maybe a key lock so that hall users could not adjust the temperature. RB to investigate.
- c. **Improving/Decorating Pavilion** - RB reported that he has got 3 estimates for the decorating and Nicky is trying to get grants. This includes painting in the main hall and new curtains. OL said they would like some input on decorating decisions and how money is spent. Nicky, RB and Sports Club need to meet and discuss. Target date for decorating is Week commencing 12th February, half term.
- d. **Baby changing unit in disabled toilet** – To be ordered
- e. **Lighting of Recreation Ground** – There was some discussion about where the switch should be for the outside lighting or if it should be on a timer at an extra cost of £75. Also the positioning of the lights so they shine across the car park and to put them up high enough to avoid vandalism. This has been approved by operations. RB will go over again with electrician and see what works without spending more money
- f. **CCTV** – IH has received various quotes. The provision of 6 cameras, 1 internal and 5 external, control and recording unit - £2.6K. The externals should be infra- red and it would be good if it could reach the container and another could record license plates in the car park. The locations to be agreed. There will be a site survey to finalize. There was then some discussion about the placing of the monitor or could the existing TVs be used and the recorder put in the roof of the kitchen to avoid using more space.
- g. **Bar lighting** – KW asked who is responsible for lighting. The sports club buy bulbs. OL suggested changing over to LED as it will be cheaper in the long run.
- h. **Fire Alarm** – KW reported that the alarm went off recently because of steam from the showers. The fire brigade attended and gave advice on how to reset alarm and inform emergency services that it is a false alarm. MR suggested that a flow chart was produced that showed the procedure in the event of this happening again. RB noted that one of the fire extinguishers was hanging of the wall and this needs attending to.
- i. **Gutters** - RB reported this was in hand
- j. **Outdoor Tap** – The CC need water to mix paint for line marking and it makes a lot of mess outside the storeroom. An outdoor tap with a soakaway would be helpful. Some discussion of whether this was really necessary – on hold for now. Further discussion next time.

k. **Any other issues** – MR suggested that money could be raised by having sponsored brick as in Chinnor.

50/17 Sports Field issues

a) **Dog fouling** – This has been ordered,

b) **Hedge Cutting by the netted area** – IH - Operations have agreed to do this. There was further discussion about the problem with the long grass and hedge. IH confirmed that the maintaining hedge was a Parish Council responsibility, but the Sports Clubs needed to ensure that it was accessible. In practice it means that the contract with grass cutting with Berinsfield needs to include cutting behind the new netting installed by the Football Club.

51/17 Health and safety issues

OL reported that WCC would like to move the container as it is in the way. MR suggested 2 smaller containers but they would then require 2 alarms. It would be good to move it when WFC get their new one.

52/17 General Issues

1. **PSFC –Terms of Reference** – IH has circulated theses and everyone to give feedback.

2. **Extra Container for WTFC** – Meeting had been updated that operations had discussed this and had specified that it be put on sleepers and be painted green. NB informed the meeting that planning consent would be needed for the new container, which would cost £197.

Resolved –To investigate if we need planning permission and if it is likely to be granted.

IH suggested we get Planning Permission for the Youth Club and new one at the same time.

3. Youth Club and Football on Tuesday nights - RB was worried that if youth club numbers go down to much WFC will lose income. This clash of events was not beneficial to the pavilion funds. KW said that there was no more Tuesday night training indoor sessions for juniors this year, and there would probably only be a short period early in the new year when indoor training would be needed.

53/17 Dates of Meetings in 2018

Monday 5th March.

54/17 Any Other Business

Lease Agreement updates – IH informed meeting that a land agent was investigating similar sites for examples. Nothing has been heard from Beechwood.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.45M