

MINUTES OF THE MEETING OF THE WATLINGTON PAVILION AND
SPORTS FIELD COMMITTEE HELD ON WEDNESDAY 26TH OCTOBER 2011
AT 7.30PM IN THE PAVILION

Present:

Parish Council:

Barry Adby, Tony Williamson, Ian Hill (left 7.50pm)

Sports Club

Owen Lewis, Tony Yeulet, Mick Lloyd (8pm)

Officer:

Kristina Tynan

Members of the Public:

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13/11 **Apologies**

Chris Allan, Roger Beattie, Ted Backhouse

14/11 **Declarations of interest**

There were none.

15/11 **To Accept the Minutes of the meeting held on Monday 25th July 2011**

It was noted that Tony Yeulet, not Owen Lewis reported on the Charter Agreement item.

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

16/11 **INFORMAL DISCUSSION – AGREEMENT BETWEEN WPC AND SPORTS CLUB**

Tony Williamson reported that it had been hoped to have this discussion in August but this had not been possible to arrange. He stated that Ian Hill had come to this meeting for this item only but it was agreed that as Chris Allan could not be present and that he has expressed a wish to be part of this discussion, that this item be deferred to the next meeting.

Ian Hill stated that the Parish Council will do anything reasonably possible to make this agreement work. We need to work together rather than individually and it is very important that we have this discussion on how to work together to aim for a common goal.

17/11 **Football issues – Development Plan - TY**

TY has done a Development Plan for Football and showed it to the committee. He will be taking it to the next Sports Club meeting to be agreed. At present Football is maintaining the current sides and they are looking into the possibility of hiring the pitch out to adult teams on a Sunday. They are also looking into running mini-soccer schools on a Saturday. Other clubs will be formally contacted to see if the facility could be used by other Community Charter Standard Clubs and Community Development Charter Clubs. They are working on having Club to Club contact. The Sports Club are also putting regular items in the School newsletters. TY to electronically send this document to KT. **TY**

18/11 **Pavilion building issues update on Gutters, Shutters, Septic Tank etc**

Letting of the Pavilion – BA reported that it can be awkward at the weekend to let the building as football fixtures are only given out a month in advance. However everyone is trying to work together to let the building at weekends. The Football Club have very kindly had their after match event elsewhere on occasion. However this does mean that they do lose out on the bar takings. However arrangements seem to be working better than they have previously. It was noted that Football and Cricket are usually out of the building by 6pm so the pavilion can be let from 6pm onwards on a weekend.

There have been cleanliness issues after the Youth Club have had the pavilion on a Tuesday. BA has spoken with RB about this. There is now a new Youth Worker and it is hoped that things will improve.

There was a problem with a cheque bouncing but this has now been paid. Another issue is that people book the pavilion for a length of time but then want extra time to set up, meet with caterers etc and this time also needs to be paid for. KT has added a sentence to the booking form stating that times must be strictly adhered to. People can have the 'bar' and this needs to be encouraged, however at one party the bar was asked for but no-one bought a drink. Discussion took place on whether a charge should be levied for the bar. It was noted that in the agreement that if people are supplying their own drink that permission must be sought from the Sports Club who can then levy a corkage charge.

KT to send monthly bookings to TY as well as CA.

Gutters – BA reported that these are still being damaged by people playing football in this area. All the light covers are also broken. We have put posters up saying 'No Ball Games in this area' but these get removed. It may be worthwhile to get a metal sign put up. KT to look into this.

Septic Tank – BA reported that there had been a problem with flushing the toilets and whilst looking into this noted that the tank should have been serviced yearly and emptied on a regular basis. We have had an examination by David Ilott of I.H.S. SYSTEMS LTD and this will now be done regularly.

Urinal – BA reported that we have been able to clean this unit and therefore it does not need replacing at present. OL said that some tiling around this area would be good.

Hoover – It was agreed that we need a hoover as the one originally purchased has not turned up. It was agreed that members see if there is anyone who could donate one. OL to put up a notice regarding this.

Loose paving slabs at front of pavilion – BA and BT to sort these out.

Sports Field

Rabbit Problem – BA said that we have two people who are addressing this problem. When the cold weather comes the problem will not be as bad and it will be easier for them to control it. It was agreed that we send a letter of thanks to Andy Parsons for helping to sort out the rabbit issue.

Hedge on Sports Field – It was noted that this could do with a cut and BA to speak to Mr Nixey regarding this.

Dogs on Sport Field – BA reported that we will be having Jacky Nabb from Chalgrove coming to a WPC meeting to discuss with us how Chalgrove addressed this problem. He said that TB thinks that all dogs should be kept on a lead in this area but it would be very

difficult to enforce this. We have put up notices asking people to pick up after their dogs but these get pulled down. WPC could look into putting up some metal notices up.

Fun Run – BA reported that at the recent Diamond Jubilee meeting the possibility of holding a fun-run was raised. OL to look into the possibility of this being organised by the Sports Club and to then report back to the next meeting.

19/11 **Finance**

- a) **Accounts** – These were attached to the agenda. The accounts were discussed and the budget position as at the 20/10/11 was noted as shown below:

	Budget	<u>PAYMENTS</u>	
	2011/2012	<u>Excl VAT</u>	
EXPENDITURE			
Pavilion Security Phone)		94.80	
ADT Security)	1840	572.02	666.82
Pavilion Insurance	1060	0.00	
Water for Pavilion	880	308.00	
Electricity for Pavlion	1430	791.35	
Supplies for Pavlion		523.03	
Gas for Pavlion	2300	1590.05	
Building Maintenance	1000		
Sports Field Rent	5000	2500.00	
Business Rates	350		
VAT	-400	-650.14	
	13460	5729.11	
INCOME			
RECEIPTS			
Pavilion			
Hire	3100	1635.14	
Sport Club Contribution	4670	2520.00	
Youth Club	1000		
Total	8770	4155.14	
<i>Income minus expenditure</i>	-4690	-1573.97	

Bank Balance as at 20/10/11 is £958.52

- b) **Any other financial issues**

ADT Contract – It was noted that we cannot get out of this contract which has another 2 years to run. However after this we will be able to get a much better price for this service.

20/11 **Charter Standard Membership** – Progress report - **TY**

This form has been completed and is ready to be sent to the OFA, for checking, with a copy of the Sports Club Accounts. After it has been checked it is sent to the FA who take 4-5 weeks to process.

Business Plan – TY

TY has put something together on this. He has produced a map of all teams in the area. Need to work on links with a wider strategy and TY is looking into how this can be done.

The marketing plan is still in an embryonic stage and he still needs to do a maintenance grounds plan. Sinking funds will need to be looked at for this in the long term. Other issues that need including are Health and Safety, Training and Development. Pavilion maintenance and Sports Development and Sports Field maintenance need to be looked at over a 5 year period and will need to look at if any items are likely to change in this time period. Financial Risk Assessment will also need to be done.

Other Issues that the Sports Club are looking to do:

Pavilion Marketing Tool-Kit

Cricket Development plan

Looking into reinstating the Aunt Sally Team

21/11 **Suggested Meetings**

Wednesday 16 November (Budget) – subject to Members being able to make this date. KT to send out an email to check this is convenient to all.

22/11 **Any Other Business**

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.15PM