

## TWYFORD PARISH COUNCIL

### MINUTES OF A PARISH COUNCIL RECREATION COMMITTEE

held on

Thursday 28<sup>th</sup> September 2017 at 7.30pm in the Parish Hall Gilbert Room, Twyford

Members Present	Members Apologies/Absences	Attendees
Councillor Wheeler (Chair)	Councillor Forder-Stent	J Nicholson - Clerk
Councillor Cook	Councillor Cornwall	John Payne – Chair Twyford Cricket Club (departed 8.30pm)
Councillor Lawton		
Councillor Sellars		

### Business Transacted

<b>R35/17</b>	<b>Apologies for absence</b>
	Apologies for absence were accepted from Cllr Forder – Stent and Cllr Cornwall
<b>R46/16</b>	<b>To receive declarations of interest in accordance with the Council’s Code of Conduct</b>
	No declarations of interest were received.
<b>R47/16</b>	<b>Public participation - questions from members of the public</b>
	<u>Twyford cricket club</u> John Payne updated that Hampshire Cricket League have passed the ground for Twyford to compete in the league.
<b>R38/17</b>	<b>To approve and sign-off, as a true record, the minutes of the meeting held on 27<sup>th</sup> July 2017</b>
	The previously circulated minutes of the Recreation Committee meeting dated 27 <sup>th</sup> July 2017 were considered. <b>Resolved:</b> “The Minutes of the meeting held on 27 <sup>th</sup> July 2017 are approved as an accurate record of the meeting”. Proposed by Councillor Sellars, seconded by Cllr Cook and carried unanimously.
<b>R39/17</b>	<b>Update on matters arising from that meeting not on Agenda</b>
	All items are on the agenda
<b>R40/17</b>	<b>To agree process to dispose of machinery at Hunter Park</b>
	Cllr Wheeler aims to have all machinery removed by 12 <sup>th</sup> November, for the fireworks display. The following process was agreed

	<p><u>w/c 9<sup>th</sup> Oct</u>: nettles to be removed from around the machinery</p> <p><u>w/c 16<sup>th</sup> Oct</u>: Obtain third party valuation of the machinery.</p> <p><b>Action: Cllr Lawton contact Charles MacCleod to see if he will offer advice on valuation</b></p> <p><u>w/c 16<sup>th</sup> Oct</u>: skip to be delivered, to be situated up by the containers</p> <p><b>Action: Cllr Cook to obtain skip quotes</b></p> <p><u>20<sup>th</sup> Oct</u>: clear out day. Matt Riley, John Payne, Ian Wheeler and volunteer Cllrs to spend day clearing out the containers. All machinery to be sold to be put in one container</p> <p><u>21<sup>st</sup> Oct</u>: definitive list of machinery for sale to be compiled. Any machinery required to be kept, to be identified.</p> <p><u>28<sup>th</sup> Oct</u>: Sale day. Interested parties invited to come and inspect machinery and put in a bid for how much they wish to pay.</p> <p><i>Parish Councillors finalise purchase process and organise removal of machinery</i></p> <p><b>Action: Cllr Cook contact Andrew Napier at Hampshire Chronicle to advertise the date</b></p> <p><u>5<sup>th</sup> Nov</u>: skip removed from site.</p>
<b>R41/17</b>	<b>Appoint supplier to replace the play equipment at Hunter Park and finalise cost</b>
	<p>VitaPlay provided the most competitive quote to replace the broken play equipment at Hunter Park. £10,000 is currently in reserves from 2016/2017 financial year, set aside for play equipment. £778 is available from open space funding. The total quote is £11,797, meaning £1,019 is still required.</p> <p><b>Actions:</b></p> <p><b>Clerk to approach manufacturer to see if any grants are available</b></p> <p><b>Cllr Cook to approach WCC leisure for any available grants</b></p> <p>It was resolved that we would replace the play equipment, using Vita Play, and look at means to fund £1,019. Proposed by Cllr Lawton and seconded by Cllr Sellars.</p> <p>Cllr Wheeler updated that a number of parent were raising funds to install a swing for children with additional needs, the swing would be installed at Hunter Park.</p> <p><b>Action: Cllr Wheeler to speak to Claudia Beard regarding the next steps</b></p> <p>Cllr Sellars will update the committee regarding the availability of a spinner for Northfields play area</p> <p><b>Actions:</b></p> <p><b>Cllr Sellars to contact Panda Fencing, and update Committee on outcome</b></p> <p><b>Clerk to forward quote from Sovereign to Cllr Wheeler, who previously quoted for a new</b></p>

	<b>spinner at Northfields.</b>
<b>R42/17</b>	<b>Update on new Groundsman contract</b>
	<p>A contract has been finalised with GreenSmile for Groundsman at Hunter Park. Cllr Lawton has provided a sketch to GreenSmile for the work to be done at Hunter Park which includes where nettles are to be cut back.</p> <p><b>Action: Cllr Lawton to send sketch to Committee</b></p> <p>A contract has also been finalised with We Can for the cricket square. Matt Riley will also be asked to quote for maintenance jobs Hunter Park.</p> <p>John Payne raised that the outfield will require rolling pre-season.</p> <p><b>Action: Cllr Lawton to establish the requirements and liaise with GreenSmile, and ascertain whether additional cost and equipment is required.</b></p>
<b>R43/17</b>	<b>Review football bookings for 2017/2018 season</b>
	<p>There are currently two teams using Hunter Park as their home ground, Stoneham Ladies and Hedge End Tigers.</p> <p>On one occasion, there could be two games on the same day.</p> <p><b>Action: Cllr Lawton to ask GreenSmile if he will be able to advise if the pitch is playable in advance of the games, and whether they will be available to replace divots in between matches.</b></p> <p>Replacement goal posts were discussed, but Matt Riley had advised there are replacement posts in the container. To be reviewed when clearing the containers.</p> <p>Twyford Bulls have not paid for last season. They have not made any bookings for this season.</p> <p><b>Action: Cllr Wheeler to make contact with Twyford Bulls and chase payment</b></p> <p>The floodlights are no longer on a meter, the electrician has by passed the meter.</p> <p><b>Action: Cllr Wheeler to book electrician to view if a breaker is required.</b></p>
<b>R44/17</b>	<b>Update on notice given by Little Kindling Forest School</b>
	<p>Catherine has notified us that she no longer wishes to book the pavilion for Forest School. However, she will continue to use the address for Ofsted purposes and use the pavilion as a meeting and departure point. The use of the address for Ofsted was not approved by the Committee.</p> <p><b>Action: Clerk to contact Catherine and ascertain the requirements for the Ofsted address, and the last date of the booking they wish to use the pavilion.</b></p>
<b>R45/17</b>	<b>Review promoting the pavilion for wider use by the Parish</b>

	<p>As the pavilion will lose some revenue from Forest School, we need to increase awareness in the village that it can be booked for use. Increasing the appeal of the pavilion as a facility for non sporting events was discussed, due to the sporting aroma.</p> <p><b>Actions:</b></p> <p><b>The Clerk to advertise the pavilion in TIS</b></p> <p><b>The Clerk to obtain a quote for a deep clean of the pavilion</b></p> <p><b>CLlr Sellars to organise for professional to look at the pavilion to improve ventilation</b></p>
<b>R46/17</b>	<b>Consider request for Asbestos testing at the Allotments</b>
	<p>A request has come from an allotment holder to assess if the shed (which they got as part of the plot) on their plot has asbestos in the roof. The Clerk has obtained a quote to look at the shed and assess, which is £115 + VAT.</p> <p><b>It was resolved that the Clerk would book the assessment. Proposed by Cllr Lawton, and seconded by Cllr Wheeler.</b></p>
<b>R47/17</b>	<b>Update on progress with Legionella testing</b>
	<p>The Clerk has done some investigation as to possible contacts to test for Legionella at the Pavilion.</p> <p><b>Action: Clerk to organise a quote</b></p>
<b>R48/17</b>	<b>Update on progress with sign and fence at the tree roots at Hunter Park</b>
	<p>The Clerk has obtained a quote from Mint Signs to put 2 posts up at either side of the tree roots. The Cost is £291.30 + VAT. This includes metal signs, posts and installation.</p> <p>It was resolved to proceed with this signs, subject to it comparing favourably to a comparative quote. Proposed by Cllr Lawton, seconded by Cllr Cook.</p> <p><b>Actions</b></p> <p><b>The Clerk to obtain a comparable quote</b></p> <p><b>The Clerk to check if the VAT is recoverable on this item</b></p> <p><b>The Clerk to compose wording for the sign and have it approved by the Committee and checked by legal</b></p> <p><b>Cllr Cook to contact Jenny Leary at WCC for legal advice</b></p>
<b>R49/17</b>	<b>Update on St Mary's School PTA firework display at Hunter Park 12<sup>th</sup> November 2017</b>
	<p>Cllr Wheeler has received a risk assessment from the school, which he has accepted. The school will clear fireworks the next day.</p>

	<p><b>Actions</b></p> <p><b>Cllr Wheeler to contact Simon Davidson electrician to have a breaker installed on the flood lights.</b></p> <p><b>Clerk to inform our insurance company (Came and Co) that the event is happening</b></p>
<b>R50/17</b>	<b>Consider disabled access to the toilets at Hunter Park</b>
	<p>The Clerk raised whether an outside accessible toilet, which would be open during daylight hours, could be investigated further. This obtained support from all of the Councillors.</p> <p><b>Action: Clerk to compile a costed proposal</b></p>
<b>R56/16</b>	<b>To agree the date of the next meeting as 23<sup>rd</sup> November and agree any items for that agenda</b>
	The date of the next meeting was confirmed as 23 <sup>rd</sup> November 2017