

TWYFORD PARISH COUNCIL

MINUTES FOR A RECREATION COMMITTEE MEETING

held on

Thursday 22<sup>nd</sup> March 2018 at 7.30 pm in the Gilbert Room Parish Hall Twyford

Members Present	Members Apologies/Absences	Attendees
Councillor Wheeler (Chair)	Cllr Lawton	J Nicholson - Clerk
Councillor Forder-Stent	Councillor Cornwall	Ingrid Percival and Lloyd Horton from Twyford Tennis Club
Councillor Pullen	Councillor Sellars	John Paine – Fair Oak Cricket Club
Councillor Cook (arrived at 7.50pm)		

**Business Transacted**

	<p><b>Prior to there being a quorum, John Paine from Twyford Cricket Club updated those present with some updates from the cricket club. No business was transacted.</b></p> <ul style="list-style-type: none"> <li>• The cricket club would like to create a memorial bench, and place it at Hunter Park. The bench would be made from a fallen ash tree, and plaques may be added to the bench to commemorate previous members</li> <li>• The start times of matches has been brought forward by 1 hour, to start from 12</li> <li>• The date of the fun run will be 28<sup>th</sup> April</li> <li>• The first cut and rolling commenced on 22<sup>nd</sup> March</li> <li>• John recommended that there are no games in the season past 15<sup>th</sup> September, to enable preparation of the square</li> <li>• John will need to purchase some chemicals to remove the moss on the nets. Clerk reminded John he will need authorisation from the Clerk for the expense.</li> <li>• If the allotment holders are to make use of the grass cuttings, they need to be put on the edge of the overgrowth so they can access them.</li> <li>• The roller is not heavy enough to roll the outfield.</li> <li>• The discounted rate which was agreed with Fair Oak Cricket Club for use of the side screens is due to end March 2018. John believes the discount should apply to this season. This is to be discussed when a quorum is present.</li> </ul> <p>John Paine left the meeting.</p> <p>Ingrid Percival described the work required at the tennis courts, it was last surfaced in 2003. One court is unusable at the moment, and the other is gravelly. Three re-surfacing quotes have been obtained, which include one for asphalt at £24k, and one for synthetic grass at £32k. The tennis club have funds of £29k, and can afford the asphalt, but synthetic would be much better to play on. For the tennis to proceed with synthetic, they need a grant of up to £6k.</p> <p><b>Sue Cook joined the meeting, and a quorum was achieved, enabling business to be transacted.</b></p>	
<b>R79/18</b>	<b>Apologies for absence</b>	
	Apologies were received from Cllr Sellars and Cllr Lawton, and Cllr Cornwall.	
<b>R80/18</b>	<b>To receive declarations of interest in accordance with the Councils Code of Conduct</b>	
	The registered declarations of interest were applied.	
<b>R81/18</b>	<b>Public Participation – questions from the Public</b>	
	The discussion with the tennis club continued.	

	<p>The asphalt court would take 7 to 8 weeks to lay, and require 6 wheeler access across the park.</p> <p>Synthetic grass would take 2 weeks to lay, and not require any trucks. It will also be attractive to new members.</p> <p>Both surfaces are assumed to last approx. 10 years.</p> <p>The resurfacing does need to take place this year, as there are concerns regarding health and safety. If the surface was treated it could potentially mean the surface lasts another year, but there is a cost involved.</p> <p>The club need an answer on the following</p> <ol style="list-style-type: none"> <li>1. They implement asphalt, require no additional funds, but require access to the courts across the park</li> <li>2. They want to implement synthetic grass but require £6k</li> <li>3. Are there any loans the council can provide.</li> </ol> <p><b>Actions:</b>  <b>Cllr Cook to speak to WCC to investigate the availability of other grants.</b>  <b>Clerk to add to finance committee agenda to discuss the scenarios</b></p>	SC JN
R82/18	<b>To approve and sign-off, as a true record, the minutes of the meeting held on 18<sup>th</sup> January 2018</b>	
	The minutes from the 18 <sup>th</sup> January 2018 were considered a true record of events. Proposed by Cllr Cook and seconded by Cllr Forder-Stent.	
R83/18	<b>Update on matters arising from that meeting not on Agenda</b>	
	<p>Cllr Wheeler updated that the trees had been removed from Northfields, but this had created a gap in the boundary of the park. It was believed some of the posts purchased for Berry Meadow may be appropriate to use.</p> <p><b>Action: Cllr Cook to look at the gap and provide her second opinion if fencing is required to lineate the park boundary to Shipley Road.</b></p>	SC
R84/18	<b>Northfields play equipment replacement of springer / spinner</b>	
	<p>The Clerk has written to Panda Fencing, confirming we wish them to install the equipment, subject to a risk assessment and safety forms. Panda fencing have been unable to supply the appropriate paperwork.</p> <p><b>Action: Clerk to specify what is required to Cllr Cook, who will liaise with Panda Fencing to get them done.</b></p>	SC/JN
R85/18	<b>Contract update with Caretaker for Hunter Park and Pavilion</b>	
	It has not been straight forward for the caretaker to obtain the appropriate insurance, and so work has not been able to commence. It is still ongoing, and the clerk will press for a start date.	
R86/18	<b>Update on bookings at Hunter Park</b>	
	<p>Cricket bookings have been received from Twyford and Fair Oak.</p> <p><b>Action: Cllr Wheeler to ask the ladies cricket team if they want to book for this season.</b></p> <p>The clerk has been notified that Twyford Bulls have transferred some money for the outstanding invoice, no money has yet been received, but Clerk to keep an eye on the account for any deposits.</p>	
R87/18	<b>Policy and procedures / Health and Safety update</b>	
	The Clerk and Cllr Pullen have conducted a risk assessment of the Pavilion, and started to log actions required, the priority items are covered below. Cllr Wheeler thanked Cllr Pullen for his work on Health and Safety, and all the work he is doing.	
	<b>Security / Access to the Pavilion</b>	
	The Twyford bulls accessed the changing rooms during a football match to remove their equipment. This was unauthorised access, and highlights a security risk to the pavilion. The key code has been changed, and needs to be changed regularly.	

	<b>Actions:</b> <b>Clerk to add to the Hire Agreement, that the pavilion must be locked when they leave the building to play.</b> <b>Clerk to look into remote access code locks, obtain a number of quotes and consider implications.</b>	JN JN
	<b>PAT testing</b>	
	Clerk to organise for the PAT testing to be done as soon as feasible, there are no stickers past 2016.	JN
	<b>Fix of leaking electric water heater</b>	
	A quote of £650 has been received to replace a corroded water heater at the pavilion. <b>Action: Clerk to obtain additional quotes.</b>	JN
	<b>Legionnaires</b>	
	Three quotes have been received to do a full risk assessment of legionnaires. Clerk to look further in the mid price quote, and proceed subject to back ground checks.	JN
<b>R88/18</b>	<b>Pitch and pavilion hire fees</b>	
	<p>Cllr Wheeler recommended no increase in rates for this cricket season. Rates to go up 1<sup>st</sup> January 2019. The football rates are to be reviewed before August 2018.</p> <p>The recreation committee discussed the cricket square, and expressed concern why preparation had not been done at the end of last season. A late game is given as a reason, but the last game was 9<sup>th</sup> September. In the interest of safe-guarding public money the Recreation committee would like the FPC to consider this at the next meeting. <b>Action: Clerk to add to agenda of next FPC.</b></p>	JN
<b>R89/18</b>	<b>Allotments</b> - <b>Renewal fees</b> - <b>contracts</b> - <b>meeting with holders 26<sup>th</sup> April</b>	
	There is an allotment holder meeting booked for 26 <sup>th</sup> April. Clerk is to issue new contracts and fees as soon as possible.	
<b>R90/18</b>	<b>Basketball court renovations</b>	
	Cllr Mitchell is setting a date to jet wash the court, and Cllr Cook has offered to help. <b>Action: Cllr Cook to let Cllr Wheeler and the clerk know the date, and they can organise for the old play ground signs to be washed at the same time.</b>	SC
<b>R91/18</b>	<b>Tennis Court resurfacing request</b>	
	Discussed under public participation. To be discussed further at the Finance Committee, 12 <sup>th</sup> April 2018.	
<b>R92/18</b>	<b>Cricket square preparations and bookings</b>	
	Discussed under R88/18	
<b>R93/18</b>	<b>Confirm date of next meeting as 31<sup>st</sup> May 2018</b>	

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