

TWYFORD PARISH COUNCIL

MINUTES FOR A RECREATION COMMITTEE MEETING

held on

Thursday 31<sup>st</sup> May 2018 at 7.30 pm in the Gilbert Room Parish Hall Twyford

Members Present	Members Apologies/Absences	Attendees
Councillor Wheeler (Chair)	Councillor Pullen	J Nicholson - Clerk
Councillor Cornwall	Councillor Forder-Stent	John Paine – Fair Oak Cricket Club
Councillor Sellars		Claudia Beard - resident
Councillor Cook		

**Business Transacted**

<b>R1/18</b>	<b>Apologies for absence</b>
	None received.
<b>R2/18</b>	<b>To receive declarations of interest in accordance with the Councils Code of Conduct</b>
	The registered declarations were applied.
<b>R2.1/18</b>	<b>Election of Chairman</b>
	Cllr Wheeler was elected as Chairman of the Recreation Committee. Proposed by Cllr Cook and seconded by Cllr Sellars.
<b>R3/18</b>	<b>Public Participation – questions from the Public</b>
	<b>The organisers of Twyford Hunter Park Inclusive Play Area was in attendance</b>
	<p><b>John Paine provided an update from Twyford Cricket Club.</b></p> <ul style="list-style-type: none"> <li>• There is a pipe leaking at the base of the field water outlet.</li> <li>• The roller has been serviced, and the diesel leak has been fixed.</li> <li>• An additional new bench will be put outside the pavilion, in line with the other benches.</li> <li>• A number of mugs have gone missing. <b>Action: Clerk to investigate.</b></li> </ul> <p><b>Inclusive Play proposal</b></p> <p>Claudia had compiled a list of equipment and costings for proposed inclusive play equipment at Hunter Park.</p> <p>Questions and comments from the committee included; concerns of safety at the play area when cricket matches are being played, are toilet facilities required, what facilities cater for older children (12yrs +).</p> <p>The inclusion of Northfields was discussed, and Hunter Park provides additional facilities for all children, enabling a greater opportunity for use and inclusion.</p> <p>The idea was supported by the committee, but details and extent of the project need to be agreed.</p> <p>It was agreed that:</p> <ul style="list-style-type: none"> <li>• Claudia will start fund raising for the equipment, and consider providing some equipment at Northfields</li> <li>• The Council will consider their finances, and establish how this proposal fits with Council plans to improve play equipment at Hunter Park and Northfields</li> <li>• Twyford Cricket Club will consider netting at the edge of the boundary, close to the play area.</li> </ul> <p>Cllr Wheeler commended Claudia on a good presentation of the proposal. Claudia left the meeting at 8.10pm.</p>

R4/18	<b>To approve and sign-off, as a true record, the minutes of the meeting held on 22<sup>nd</sup> March 2018</b>
	The minutes of the meeting 22 <sup>nd</sup> March 2018 were agreed to be a true record of events, proposed by Cllr Cook and seconded by Cllr Forder-Stent.
R5/18	<b>Update on matters arising from that meeting not on Agenda</b>
	Cllr Wheeler confirmed that no dual use of the pavilion at the same time as sports bookings is permissible. Cllr Wheeler took responsibility for making the decision to let the ladies cricket team play on the 13 <sup>th</sup> May, when a party was already booked at the pavilion. It has also been confirmed that the agreed discount to Twyford Cricket Club applies to this season, and then ends.
R6/18	<b>Northfields play equipment replacement of springer / spinner</b>
	Cllr Cook volunteered to co-ordinate the completion of the documents required for the installation of the springer, by Panda Fencing. The documents required prior to work commencing are; risk assessment, insurance certificate and method statement.
R7/18	<b>Policy and procedures / Health and Safety update</b>
	<b>Security / Access to the Pavilion:</b> the clerk has asked a security company to quote for a lock which records entry. Access cards can be cancelled and created for occasional users. <b>Action: Clerk to chase up the quote and circulate.</b>
	<b>PAT testing:</b> Clint has completed the PAT testing at the pavilion, and an urn and microwave have failed and need removing. It was decided not to replace either of the items. <b>Action: Cllr Cook and Cllr Wheeler to take the failed items to the refuse.</b>
	<b>Fix of leaking electric water heater:</b> the water heater has been replaced by Clint, but requires a pressure valve to be fitted by a registered fitter. Cllr Sellars has a contact, he will pass on to the clerk. <b>John Paine will look at the compression point on the leak in the field.</b>
	<b>Legionnaires:</b> risk assessment is booked in for the 20 <sup>th</sup> June with Hydrotech Solutions.
	<b>Fix list (floor in showers):</b> items on the fix list still to be addressed include; floor in showers to be repaired, replace lock on toilet, ensure shutters shut easily
	<b>Plan of building with marked exits and fire extinguishers:</b> carried over (Cllr Pullen absent)
R8/18	<b>Allotment update – Allotment holders meeting actions from 26<sup>th</sup> April 2018</b>
	The allotment holders meeting was well attended. A number of actions were raised which the clerk and Cllr Wheeler are looking into. <b>Action: Clerk to book an allotment inspection in the summer</b>
R9/18	<b>Basketball court renovations</b>
	No progress – Cllr Cook will contact Cllr Mitchell to book a date with the jet washer.
R10/18	<b>Tennis Court resurfacing project plan</b>
	A date is yet to be confirmed when Cllr Wheeler and the Clerk meet the resurfacing contractor. Before any work commences the Council need to be clear on: How get vehicles up to the tennis court – design the route How many vehicles will be used Remind tennis club to inform residents, including hours of work and duration of project Require sight of method statement, risk assessment and insurance certificates.
R11/18	<b>Appointing new Groundsman for Cricket square – procedure and plan to be agreed</b>
	It was discussed with John Paine whether Twyford Cricket Club would like to take on the management of the cricket square themselves. Details of financial arrangement and use by other clubs would be agreed. <b>Action: John Paine will discuss with Twyford Cricket Club</b> If Twyford cricket club are not interested in managing the square themselves, a full tender will be rolled out by the Council.

R12/18	<b>Outline spending plan on new play equipment and facilities at Hunter Park and Northfields</b>
	<p>As of 1<sup>st</sup> April 2018, there is £31,500 available to spend on new assets. The springer would come out of this amount, leaving £30,000 available. The expenditure of the funds requires strategic planning, for maximum benefit to the village. Discussions of Hunter Park / Northfields, play equipment and sports, and car parking, and the proposal for the new inclusive play equipment identified that the Council could do with some expert facilitation to help create a strategic plan.</p> <p><b>Action: Clerk to identify possible resources to help facilitate a session with the Council to strategically plan open space expenditure. Clerk to obtain quotes.</b></p> <p>The Clerk requested that the Council support a request from the cleaner at the pavilion for a Hoover. The Council provided support.</p>
R13/18	<b>Fencing on boundary at Northfields recreation ground – update on implementation</b>
	<p>It was agreed that fencing is required to fill the gap that has been created from tree felling.</p> <p><b>Action: Cllr Cook to obtain a quote from Panda Fencing.</b></p>
R13/18	Confirm date of next meeting as 2 <sup>nd</sup> August 2018

CONTACT [Twyfordclerk@gmail.com](mailto:Twyfordclerk@gmail.com) or 07443 598464