

TWYFORD PARISH COUNCIL

MINUTES FOR A RECREATION COMMITTEE MEETING

held on

Thursday 27th September 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 Pain	Councillor Sellars	John Paine
Councillor Lawton		
Councillor Forder-Stent		
Councillor Cook		

Business Transacted

R30/18	Apologies for absence
	Apologies were received from
R31/18	To receive declarations of interest in accordance with the Councils Code of Conduct
	The registered declarations were applied.
R32/18	Public Participation – questions from the Public
	John Paine updated on progress on the cricket square. Reparations have been done. Following a comment in the Minutes at last meeting R18/18 that the clerk was going to raise with the cricket team whether the care taker was stopped from jet washing the basket ball court, the cricket team had not made the request.
R33/18	To approve and sign-off, as a true record, the minutes of the meeting held on 2nd August 2018
	The minutes of the meeting 2 nd August 2018 were agreed to be a true record of events, proposed by Cllr Forder-Stent and seconded by Cllr Pain.
R34/18	Update on matters arising from that meeting not on Agenda
	All covered by the next item.
R35/18	Review list of previous actions R6/18: Northfields play equipment replacement of springer / spinner R9/18: Basketball court renovations – quotes for resurfacing R20/18: SP to compile list of legionella checks to be carried out, with frequency (& displayed on notice board) R20/18: plan of pavilion with marked fire extinguishers displayed on notice board: Clerk and SP R20/18: Risk assessment procedure to be compiled by SP and Clerk R21/18: RS and WL to meet to make recommendation for 27 th Sept Rec Committee on new cricket square groundsman R22/18: play equipment assessment added to caretaker fix list. Clerk and IW R22/18: RS to look at the bin in the play area at HP to see what is required to make it right (repair / replace) R26/18: inform potential hirer the cost of hiring HP for a marquee wedding. Clerk R28/18: IW to obtain 3 quotes to replace nets and posts
	R6/18: Cllr Cook is due to see Panda Fencing on Saturday 29 th September, and aims to obtain signed documentation then.
SC	R9/18: a quote has been received for £17,750 to install artificial grass on the basket ball court. The renovation will be added to the 5 year plan list. Action: Cllr Cook to obtain a quote for astro turf.

	<p>R20/18: Carried over</p> <p>R20/18: plan of pavilion with marked fire extinguishers displayed on notice board: Clerk and SP</p> <p>R20/18: Risk assessment procedure is done and complete.</p> <p>R21/18: RS and WL to meet to make recommendation for 27th Sept Rec Committee on new cricket square groundsman. See item R37/18 below.</p> <p>R22/18: fix list has been updated to include actions from the play inspection report. done.</p> <p>R22/18: Cllr Sellars is still to look at the work required for the bins. Carried over.</p> <p>R26/18: the wedding hirer was informed by the Clerk of the cost of the wedding by writing and telephone conversation, as agreed in minutes 2nd August. The hirer came back deciding to go elsewhere due to potential expense. Cllr Cook has been approached by a member of the public (not directly involved in the enquiry), querying the process taken. The committee believe the Clerk dealt with the wedding enquiry appropriately.</p> <p>R28/18: IW obtained 3 quotes, with the cheapest being £750 for new posts and nets. Cllr Wheeler proposes adding the new nets and posts to 2019 /2020 budget. Hedge End Tigers have fed back that they are happy with the current nets and posts. The Clerk raised that Stoneham FC ladies have not paid an invoice from last season. Cllr Pain provided an email address of another contact at AFC Stoneham which may help recover the cost.</p>
R36/18	Policy and procedures / Health and Safety update / fix list
Clerk	Action: Clerk to obtain quotes to replace fence around the play area at Hunter Park
Clerk / SC	Action: obtain quotes to address the shrinking safety surface at Northfields, Cllr Cook to contact Panda fencing, and Clerk to request quote from VitaPlay.
R37/18	Agree process to appoint new groundsman for cricket square
RS / IW / JN	<p>Clerk to create list of tender requirements, based on the full tender document in 2017. In line with the financial regulations, 3 quotes are required to appoint a contractor at the level of expenditure anticipated.</p> <p>The tender will be advertised on; HALC, parish council website, and TIS and facebook. Local press advertisement is not required. Clerk will also circulate to other local parish clerks.</p> <p>Action: RS / IW / clerk to meet to finalise the tender document.</p> <p>The proposed contractor is to be proposed at recreation meeting on 29th November, therefore responses to tender need to be received by 16th November.</p> <p>From the previous contract, worm suppressant (item 6) can be deleted from the requirements, and state that no loam can be used.</p> <p>The Committee thanked John for his work on netting off the cricket square.</p>
R38/18	Review dog poo complaints from around the village, and request to put up more signs at allotments
	<p>Complaints have been received from allotment holders about a large amount of dog poo at the allotments. Not all dog, some badger.</p> <p>The dog warden has been out and about in the village, but not spotted any culprits. The Clerk has circulated an action list of what to do to report dog fouling. If the dog warden knows who it is, they are able to do something about it.</p> <p>It was agreed that dogs should not be allowed off the lead in the allotments</p> <p>Action: Clerk to email allotment holders and inform them dogs to be kept on leads.</p>

	<p>It was agreed that laminated signs would be redone by the clerk, and review them for effectiveness. No cost options would be exhausted first before money would be spent on signs.</p> <p>Action: Clerk laminate signs for the allotment.</p>
R39/18	<p>Identify long term projects (next 5 years) and expenditure for 2019/2020 to commence budget setting</p> <p>It was agreed that whilst the Recreation committee agree the detail of expenditure over the next 5 years, the level of expenditure will remain the same over the next 5 years, and therefore the budget for 2019/2020 should allow for continued savings towards improving recreation facilities (£12,000 2018/2019).</p> <p>For 2019/2020 the committee identified a budget to provide for the following:</p> <ul style="list-style-type: none"> • New football nets and posts • Edging to the play surface to be redone • New fence around the play area at hunter park • Maintenance of the pavilion (shower floor, locks, lights on timer switch, cladding, outside lights) <p>Action: Clerk to organise a meeting with rec committee to walk the pavilion and create a jobs list, and obtain relevant quotes for budgeting for 2019/2020</p> <p>In addition some immediate jobs were recognised:</p> <ul style="list-style-type: none"> • A few trees have been identified in need of inspection (one between car park and pavilion). Action: Cllr Cook to request Ivan Gurdler conduct an inspection at hunter park. <p>It was also recognised that a tree had been reported to have come down by the basketball by cricket groundsman, which was dealt with immediately by Green Smile Ltd.</p> <p>The Clerk also updated on a complaint to the FA from walkers who were parked at Hunter Park, having their cars blocked in one Sunday by a match at Hunter Park. A number of players moved their cars at half time allowing a number of walkers to move their car, but allegedly a number of players / spectators refused to move. The complaint has been dealt with by the FA and the manager of the football teams involved. The Clerk had spoken to the complainant, but nothing in additional was considered necessary.</p>
R40/18	<p>Confirm date of next meeting at 29th November 2018</p>
	<p>Confirmed.</p> <p>Next agenda to include; 5 year plan, full job list for the pavilion and new cricket groundsman recommendation.</p>

2nd October 2018

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