

TWYFORD PARISH COUNCIL

MINUTES FOR A RECREATION COMMITTEE MEETING

held on

Thursday 25th July 2019 at 7.30 pm in the Gilbert Room Parish Hall Twyford

Members Present	Members Apologies/Absences	Attendees
Councillor Wheeler (Chair)	Councillor Pain	J Nicholson - Clerk
Councillor Pullen	Councillor Lawton	
Councillor Cook		
Councillor Sellars		
Councillor Forder-Stent		

Business Transacted

R16/19	Apologies for absence
	Apologies were received from Cllr Lawton and Councillor Pain
R17/19	To receive declarations of interest in accordance with the Councils Code of Conduct
	The registered declarations were applied. In addition, Cllr Pullen noted he is on the waiting list for an allotment.
R18/19	Public Participation – questions from the Public
	None
R19/19	To approve and sign-off, as a true record, the minutes of the meeting held on 23rd May 2019
	The minutes of the meeting 23 rd May 2019 were agreed to be a true record of events, proposed by Cllr Pullen and seconded by Cllr Cook.
R20/19	Update on matters arising from that meeting not on Agenda
	All items to be covered by the agenda.
R21/19	Review list of previous actions
Clerk	R36/18: Cllr Cook to obtain “no dog poo” signs from David Ingram to go on play area bins. Cllr Cook to enquire if wooden bins are available to purchase through WCC at a reduced rate. Cllr Cook updated at the FPC that WCC do not provide those signs anymore Action: Clerk to purchase some no dog poo signs for the two wooden bins
Clerk	R36/18: quotes from Red Lynch Leisure to repair the shrinking safety surface at Northfields. On hold until after strategy agreed. R59/19: Clerk to promote the pavilion as a venue for hire on TIS and set up open morning Action: Clerk to carry over for next agenda. Clerk to remind via TIS that the pavilion is available for hire.
	R70/19: Review legionella temperature checks progress The new cleaner is checking the water regularly, and Cllr Pullen is checking the tick list regularly. Closed.
	R71/19: review progress with new sand in play area. See below.
	R8/19: Clerk to liaise with WCC on changing / repositioning dog poo bins at Hunter Park Consider as part of the strategy next steps. Closed.

<p>Clerk & Cllr Cook</p>	<p>R10/19: update on appointment of new cleaner at the pavilion ML has started and has done a thorough clean, and is liaising well with the Clerk. The Clerk has purchased new cleaning products and replaced some old equipment.</p> <p>R13/19: update on community café from the pavilion Consider as part of the strategy next steps. Closed.</p> <p>R14/19: progress update on new football goals. The Clerk has completed the grant application to the Football Federation, and is waiting for a request for follow up to provide a photo of the old posts and the quote of the goals we wish to purchase.</p> <p>Action: Clerk to send Cllr Cook the supporting documentation for the grant application, and Cllr Cook to contact Sasha at FF to provide the information in the Clerks absence.</p>
<p>R22/19</p>	<p>Review the outcome of the play inspection report, and prioritise actions</p>
<p>IW IW SC IW IW IW IW IW Clerk IW IW Clerk IW</p>	<p>Cllr Wheeler has reviewed the latest play inspection carried out in May 2019 by Nick Adams.</p> <p><u>Hunter Park</u></p> <ul style="list-style-type: none"> - Rails on fencing need renewing and checking. Action: keep a regular eye on fencing. Action: IW to ask Clint to replace the uprights by the pavilion. - Red Gates need attention and surfaces needs levelling. Action: IW to ask Clint to address. - Signs at pedestrian entrance need updating. Action: Cllr Cook to ask Mint Signs to provide a quote - Benches in play area need cleaning. Action: IW to ask Clint - Basketball pitch – no action as will be addressed with the strategy - Tennis table – needs regressing. No action, wait until outcome of strategy - Multi play edge of slope needs hazard paint. No action decided. - Swing 1 bay cradle – ensure chains are untwisted and the bearings are treated with silicone spray. Action: IW to ask Clint - Slide some plastic bolt caps missing. Action: IW to ask Clint if he can fix - External igloo requires new paintwork. No action to be taken until strategy decided. - 1 bay nest swing. Action: IW to ask Clint to untwist chains and add silicone spray. - Exercise sign needs straightening. Action: IW to ask Clint <p>Action: Cllr Wheeler to ask Steve Postle to what extent they do a visual check of the play equipment at both Hunter Park and Northfields, including twisting swing chains. Can they provide any evidence of checks. Cllr Wheeler to give Greensmile a list of items we need to keep an eye on.</p> <p>General note to keep an eye out on all timber frames.</p> <p><u>Northfields</u></p> <ul style="list-style-type: none"> - Basketball courts – do not climb sign needs moving, and signs need a wash, and new net needs ordered. Action: Clerk to order new net, when net arrives ask Clint to wash signs, fit new net and move signs - Football posts need securing and hedges cutting back. Action: IW to ask Greensmile to cut back the hedges, especially around the goals, and ask Greensmile if they can wedge the posts. - Nest swing: needs some untwisting chains and wear and tear. Action: IW to ask Clint to untwist the chains and add silicone spray - Multi play unit does not meet the British standards and requires new surfacing. Action: Clerk to add to agenda for September rec committee when we have thought more about what we will deliver with the Two Parks Strategy. - Octopus – needs cleaning. Action: IW to ask Clint

<p>IW</p> <p>Clerk</p>	<ul style="list-style-type: none"> - Cradle swing – wooden surface shrinkage needs looking at. Action: IW include in check list for Greensmile <p>Cllr Wheeler mentioned that there are no signs at Northfields saying the Parish Council own the park. The committee agreed that two signs would be required, one to be positioned at the Shipley Road entrance, and one at the Coles Close entrance.</p> <p>Action: Clerk to ask Mint signs to provide a quote.</p>
<p>R23/19</p>	<p>Update on replacing the sand at Hunter Park sandpit.</p>
<p>Clerk / SP / IW</p>	<p>The Committee had a look at the sandpit. The suggested actions:</p> <ul style="list-style-type: none"> - Dig the sand from the outside edges of the wooden structure - Replace one section of the wooden edge and paint with cuprinol - Review if new membrane and sand required. - Rake over the old sand, and if more sand is required obtain quotes. - If the total cost of the project is expected to exceed the budget £174, no expenditure can be committed to until approval obtained from the FPC. - Cllr Cook has obtained a number of sources to obtain grants towards the cost of the project. <p>Action: Clerk to invite quotations for the job to repair the wooden frame (same as the capping) including Clint. Cllr Pullen and Cllr Wheeler to proceed whilst Clerk is on holiday.</p>
<p>R24/19</p>	<p>Review Two Parks strategy workshop output and timetable next steps</p>
	<p>The committee agreed that a core group of Parish Councillors would be set up to review the details of the workshop report. The date was agreed for Tuesday 10th September, 7pm, with all recreation committee members wishing to attend.</p> <p>The workshop report will be sent out to the attendees and all Parish Councillors.</p>
<p>R25/19</p>	<p>Review positioning of storing cricket covers and football nets when not being used.</p>
<p>IW</p>	<p>Committee reviewed where the cricket covers will be stored at the end of the season. It was agreed the covers should be stored in front of the storage containers.</p> <p>Action: Cllr Wheeler to email John Paine and inform him</p> <p>It was agreed that the new goals will be chained to each other during the football season, at one end of the football pitch. Out of season they will be chained to each other by the electricity / water box, and the nets removed.</p>
<p>R26/19</p>	<p>Update on allotment inspection conducted 16th July 2019. Resolve to amend the terms of the tenancy agreement to include hose pipes are not permitted at the allotments.</p>
<p>IW</p> <p>Clerk</p>	<p>At the inspection a number of plots were identified at being cultivated less than 75%, and the plot holders concerned were emailed to enquire what their plans are. One plot holder has received reminder letters in the past regarding the lack of cultivation at their plot. The committee agreed that a letter terminating the tenancy agreement would be sent to the plot holder.</p> <p>Action: Cllr Wheeler to sign letter and post to plot holder</p> <p>When the plot is offered to the next person on the waiting list, it will be split in two.</p> <p>The committee agreed hose pipes should be banned in the tenancy agreement, which will have to be instigated at the end of the current tenancy, which will come into effect on 1st April 2020. Clerk to inform the allotment holders that this is coming, and offer them the opportunity to put a water butt on their plot to support the environment.</p> <p>Action: Clerk to inform plot holders a change to ban hose pipes will be coming</p>

	The Notice Board on the allotments needs replacing, due to wear and tear. It is Parish Council responsibility to replace the notice board. To be carried over.
IW IW	Cllr Cook raised the hedges as you enter Hunter Park scratching the car. Action: Cllr Wheeler to review the hedge and either ask the owner of the field, or ask Greensmile to trim the hedge. Action: IW to request Greensmile to trim the hedge at edge of allotments on Park Lane
R27/19	Confirm date of next meeting to a new date of 19th September 2019.
	Confirmed.

Jo Nicholson, Clerk. 25th July 2019. clerk@twyfordhants.org.uk