

TWYFORD PARISH COUNCIL

MINUTES FOR A RECREATION COMMITTEE MEETING

held on

Thursday 23<sup>rd</sup> January at 7.30 pm at The Gilbert Room, Twyford

Members Present	Members Apologies/Absences	Attendees
Councillor Wheeler (Chair)	Councillor Pain	J Nicholson - Clerk
Councillor Pullen	Councillor Lawton	T Nutbeam – Assistant Clerk
Councillor Forder-Stent		N Harding (Twyford Cricket Club)
Councillor Sellars		J Paine (Twyford Cricket Club)
Councillor Cook		A Reidy (Twyford Cricket Club)

**Business Transacted**

<b>R01/20</b>	<b>Apologies for absence</b>
	Cllr Jade Pain, Cllr Lawton
<b>R02/20</b>	<b>To receive declarations of interest in accordance with the Councils Code of Conduct</b>
	The registered declarations were applied
<b>R03/20</b>	<b>Public Participation – questions from the Public</b>
<b>AC</b>	<p>John Pain advised that due to the bad weather, Twyford Cricket Club will be carrying out Moss Killing earlier this year. However, an invoice will be raised in March as per the agreement.</p> <p>For information purposes only, John Pain stated that he has undertaken an assessment of the cricket pitch and there have been significant improvements.</p> <p>Twyford Cricket Club will quote for seeding the area to the front of the Pavilion, where the fence has recently been removed.</p> <p>John Pain suggested that removal of debris in the Copse area, would require a skip.</p> <p><b>Assistant Clerk to order a new ‘No Parking’ sign, to be attached to the emergency access gate.</b> It has been noted that this has been obstructed several times in recent months.</p>
<b>R04/20</b>	<b>To approve and sign-off, as a true record, the minutes of the meeting held on 28<sup>th</sup> November 2019</b>
	The minutes of the meeting 28 <sup>th</sup> November 2019 were agreed to be a true record of events, proposed by Cllr Sellars and seconded by Cllr Pullen
<b>R05/20</b>	<b>Update on matters arising from that meeting not on Agenda</b>
	<p>Cllr Wheeler confirmed that the Summer Ball has now been cancelled, due to the band availability.</p> <p>Cllr Wheeler confirmed the Family Fun Day will still be going ahead on 28<sup>th</sup> June 2020. The event is being run by Roger Walker. It was suggested that the Pavilion would be hired out for</p>

<b>Cllr Wheeler</b>	<p>£10 per hour and the Field would be at no charge. Proposed by Cllr Sellars and Seconded by Cllr Forder-Stent. <b>Cllr Wheeler to notify Roger Walker.</b></p> <p>Parish Clerk suggested that Roger Walker could complete a section 137, should they wish, against the fee charged.</p>
<b>Cllr Sellars</b>	<p>Cllr Sellars suggested that a 20% discount should be applied to bookings of the Pavilion if they are a local charity. <b>Cllr Sellars to propose to the FPC meeting 30<sup>th</sup> January 2020.</b></p> <p>Cllr Cook attended a TMP meeting. A resident has asked how they find out where they are on the waiting list. Parish Clerk confirmed that they need to email her for this information.</p>
<b>AC</b>	<p>The Twyford St Marys PTA have requested the temporary use of Container Two at Hunter Park, to store their equipment until their new storage shed arrives at the school. This is covered by their own insurance. This has been agreed, with a donation towards planting trees/bulbs in the copse area. <b>Assistant Clerk to organise and invoice accordingly.</b></p>
<b>Clerk</b>	<p>A trainee Doctor, Sam Hodgson has requested the use of the changing room and shower facilities at the Pavilion, from February 2020 to August 2020. The trainee Doctor will be working at Twyford Surgery and will be cycling in from home each day. There are currently no facilities at the surgery for him to use. He is hoping to use on weekdays, sometime between 8am and 8.45am. It had been suggested to charge £5 per hour, however not all councillors were in agreement. Cllr Sellars proposed that the decision should be taken to the FPC. This was seconded by Cllr Cook. <b>Clerk to add to FPC agenda</b></p>
<b>R06/20</b>	<b>Review list of previous actions</b>
<b>Cllr Cook</b>	<b>Cllr Cook to obtain drawings of the two parks and take to the FPC on 30<sup>th</sup> January 2020.</b> It was noted Cllr Wheeler has drawings for Northfields.
<b>AC</b>	A quote for the new signs at Northfields Park were obtained but they were too expensive. <b>Assistant Clerk to look at alternatives online.</b>
<b>R07/20</b>	<b>Update on the research findings and next steps on the 2 parks strategy</b>
<b>Clerk</b>	It was noted that the results from the survey so far, are as expected. Parish Clerk will be holding workshops with children from both Key Stage 1 and Key Stage 2 children at Twyford St Marys to discuss recreation equipment options. Parish Clerk will also be holding workshops with the local Girl Guides and Brownies. The deadline had now been extended to the 31 <sup>st</sup> January 2020. <b>Parish Clerk to update on findings after that time.</b>
<b>Clerk</b>	<b>Parish Clerk to speak with residents about Northfields Park.</b>
<b>Clerk</b>	Clerk suggested that a Landscape Architect may be required to discuss the masterplan for the different areas of the parks. An official drawing may be required. <b>Clerk to supply a figure for the money required on drawings for the February FPC meeting</b>
<b>Cllr Cook</b>	<b>Cllr Cook to speak with Jan Warwick before the next FPC</b>
	It was suggested that a full plan is available for the community to view by April 2020
<b>Clerk</b>	Parish Clerk visited Easebourne Park and was very impressed with the facilities at their recreation grounds. It was noted that they have a very impressive natural wood area, zip wire and gravel path on the outer rim of the park. They do not have cricket or football pitches there. <b>More information to follow.</b>

Clerk	<p>Cllr Pullen asked if we needed a MUGA, as we already have football, cricket and tennis facilities at the Park already.</p> <p>Clerk to question what sports facilities are required and add to the agenda for the next FPC meeting.</p>
R08/20	<b>Review Pavilion Upgrade</b>
<p>AC</p> <p>AC</p> <p>AC</p> <p>Clerk</p> <p>Clerk</p>	<p>It was agreed that the replacement of the handrail and the additional step to the front of the Pavilion are to go ahead at a cost of £496.92. <b>Assistant Clerk to order works.</b></p> <p>It was agreed that quotes are required to replace the halogen floodlights with LEDS. <b>Assistant Clerk to Organise</b></p> <p><b>Assistant Clerk to obtain quotes for replacement Shiplap on the Pavilion, where they have rotted.</b></p> <p>Three quotes for electrical work have been obtained. <b>Clerk to take to FPC for approval.</b></p> <p>Three quotes for painting of the pavilion obtained. <b>Clerk to take to FPC</b></p> <p>Winchester City Council have advised of measures required, should the Pavilion be used as a Community Café. This includes a Pre-Planning Application, Full Planning Application, an inspection by Environmental Health and a Premises Licence should any alcohol wished to be served.</p> <p>The cricket team have asked if they are able to have alcohol on the premises. Upon advice from Winchester City Council, no alcohol can be sold without a TENS licence. This can be used for one off events, and the hirer would have to apply directly to Winchester City Council for this. If alcohol was served on a regular basis, a premises licence is required, in addition to a Personal Licence.</p>
R09/20	<b>Hunter Park Report</b>
Cllr Pullen	<p>A quote was obtained to edge and fill the eroded area with play bark situated beneath the red gate on entry to the play park. In addition, each end of the table tennis table requires edging and filling with concrete to stop soil erosion. It was agreed to not go ahead with these works, as the fence and table tennis table may be relocated at a later stage, forming part of the Two Parks Strategy. A temporary measure may be required.</p> <p>Alex Reidy from Hampshire Heartwood have advised that the trees overhanging the cricket field should be reshaped. The main issue is the large Maple Tree. Suggested a 2m crown lift and a reduction of a few upper limbs. A quote has been received for £225 plus VAT. Cherry Picker hire may be an additional charge at £150 plus VAT. <b>Cllr Pullen to obtain a further quote.</b></p>
R10/20	<b>Discuss the issue of gaps in the boundary fence/hedge line at Hunter Park</b>
Cllr Pullen	<p>Cllr Pullen met with a National Trust Ranger regarding options for hedging plants and trees to manage gaps within the boundary line. Cllr Pullen has also spoken to South Downs National Park who have advised they would potentially help out with any planting. There are nationwide grants available to help with hedging plants. <b>Cllr Pullen to obtain quotes for plants and to investigate grant options for funding.</b></p> <p>Cllr Corcoran met with Cllr Pullen and suggested not use tree guards but due to the wildlife in the area, it was agreed that to ensure the safety of the trees, guards would be the only option.</p>

<b>Cllr Pullen</b>	Cllr Pullen has suggested that the Sycamore Saplings need removing, interpretation boards could be built, and ready to build bird boxes could be built by school aged children for use at Hunter Park. <b>Cllr Pullen to put a budget together with all works suggested.</b>
<b>AC</b>	Working Party to meet on 4 <sup>th</sup> February. <b>Time to be confirmed.</b>  Suggested date in April for works to be carried out is 25 <sup>th</sup> April. However, works to the hedges need to be done before this, due to birds nesting
<b>R11/20</b>	<b>Review cricket and football pitch hire costs</b>
<b>AC</b>	Increases to hire costs of the Football Pitch and Cricket Field proposed by Cllr Cook and seconded by Cllr Sellars are as follows;  Cricket: Increase to Junior cost to £30 plus VAT from April 2020  Football: Increase Adult cost to £67.50 plus VAT (where applicable) from September 2020  <b>Assistant Clerk to advise relevant teams and update terms</b>
<b>R12/20</b>	<b>Northfields Play Area – Shipley Road entrance and safety Surface</b>
<b>AC</b> <b>AC</b> <b>Cllr Cook</b> <b>AC/ Cllr Pullen</b> <b>Cllr Lawton</b>	Cllr Cook has stated that the safety surface at Northfields Play Area has shrunk.  Greensmiles to look at the field and entrance of Northfields Park, as the ground is saturated  It was agreed that a working party for Northfields Park is required. <b>Assistant Clerk to arrange a walk around with Cllr Wheeler, Cllr Pullen, Cllr Sellars, Clerk and potentially a National Trust Ranger.</b>  <b>A letter or poster required to send to all residents at Northfields, requesting volunteers to help with works required at Northfields Park</b>  <b>Quotes required for the Ash Trees at Northfields</b>  Cllr Cook stated there is a problem with dog fouling at Northfields. <b>Cllr Lawton to propose a letter to be sent to all residents at Northfields</b>
<b>R13/20</b>	<b>Discuss VAT issue for split invoicing</b>
<b>AC</b>	It was agreed in a previous recreation meeting that sports teams would be invoiced on a regular basis. However, to ensure that we do not start charging VAT for the football teams with over ten bookings, a larger deposit is required, and this will be taken off the final invoice.  <b>Assistant Clerk to advise relevant sports teams</b>
<b>R14/20</b>	<b>Review Replacement of Cricket Nets</b>
	Note from Twyford Cricket Team: The cricket nets at Hunter Park are in poor condition and need addressing, as it is deemed to be a health and safety issue. The surface is also worn and dangerous for bowlers to run on, due to the uneven bounce. It has been suggested that the cost of new nets only, are approximately £450+VAT. However, the new surface area can range from £1100 plus VAT for the top area only, to £15000 to re compact beneath, a new carpet and shock pad.

<p><b>AC</b></p> <p><b>AC</b></p>	<p>Assistant Clerk to liaise with Nottingham Turf. Health and Safety Assessment required once visit from Nottingham Turf has been undertaken.</p> <p>It was agreed that any Health and Safety Issues need to be addressed this year.</p> <p><b>Twyford Cricket Club will investigate grant options and report back to Assistant Clerk.</b></p> <p>Cllr Cook asked about the grants for the football goals. It was confirmed that the grant was withdrawn, as per previous recreation minutes on 28<sup>th</sup> November, item 45/19.</p>
<p><b>R15/20</b></p>	<p><b>Confirm date of next meeting to a new date 26<sup>th</sup> March 2020</b></p>
	<p>Meeting Confirmed</p>

Tracy Nutbeam, Assistant Clerk. 28<sup>th</sup> January 2020. [admin@twyfordhants.org.uk](mailto:admin@twyfordhants.org.uk)