

# RECREATION

## TWYFORD PARISH COUNCIL

### MINUTES OF A MEETING OF THE RECREATION COMMITTEE

Held on Thursday 15<sup>th</sup> February 2024 at the Pavilion, Hunter Park

Councillors present	In attendance
Cllr. S. Pullen (in the Chair)	Clerk
Cllr A Forder-Stent	Assistant Clerk
Cllr C Hill	7 members of public
Cllr S Cook	
Cllr C Mitchell	
Cllr R Sellars	
Cllr S Hoad	
Cllr I Percival	

Item	Business Transacted
R57/23	<b>Chairman's Announcements</b> The Chair welcomed everyone to the meeting and thanked 7 members of the public for their attendance and interest.
R58/23	<b>Apologies for Absence</b> Apologies received from Cllr J Pain.
R59/23	<b>Dispensations under Section 33 of Localism Act 2011</b> No dispensation requests were received.
R60/23	<b>Declarations of Interest</b> No declarations of personal interest received.
R61/23	<b>Approval of Minutes</b> <b>It was Resolved</b> that minutes of the meeting of the Recreation Committee held on the 15 <sup>th</sup> November be approved. Proposed by Cllr Hill and seconded by Cllr Sellars.
R62/23	<b>Public Representation</b> A member of the public spoke regarding R66/23, proposal from Twyford Cricket Club. They said that they were concerned that the proposals set out by TCC would include the pavilion and wider facilities of the park currently used by the general public and not just for cricket. Whilst they were broadly supportive and hoped for a successful way forward without impacting other users of the park.
R63/23	<b>Assistant Clerk's Report</b> The report was received and noted, attached in the appendices. Key points from the report were highlighted: <ul style="list-style-type: none"> <li>Recent change of tenancies of allotment plots.</li> <li>New bin installed at Hunter Park.</li> <li>Temporary car park sign installed.</li> <li>Disabled users parking sign installed and respected by users.</li> <li>Several football matches have been cancelled due to inclement weather conditions affecting the pitch.</li> <li>Heavy car park usage on occasion due to a group of ramblers.</li> <li>CCTV cameras installed to the outside of the Pavilion, signage installed and license applied for.</li> <li>Tree works planned around Hunter Park.</li> <li>Play area maintenance planned in March.</li> </ul>

	<p>The Clerk clarified that the cost of the play area maintenance included removal and replacing of rubber mulch.</p>
<b>R64/23</b>	<p><b>Maintenance list</b></p> <p>The report was received and noted, and is attached in the appendices.</p> <p>The Clerk confirmed he is working towards getting details for a replacement entrance sign at Hunter Park for the next meeting.</p>
<b>R65/23</b>	<p><b>Proposal for “coffee pod” at Hunter Park</b></p> <p>A report was received and is attached in the appendices.</p> <p>Ruth O'Connor &amp; Selina Graham-Campbell gave an overview of the idea for a coffee cart to be based permanently at Hunter Park offering drinks, pastries and dog treats three to four days a week including weekends. It was noted that there is a similar facility at Colden Common. The cart would require a supply of electricity and be nearby to a drinkable water source. They confirmed all set up costs would be met by the owners of the coffee cart with no cost to the Parish Council.</p> <p>Members were supportive of the proposal and asked for clarification on some matters and indicated that as the car park was often busy a suitable location off the car park should be found.</p> <p><b>It was resolved</b> to approve the installation of a Coffee Pod at Hunter Park for a trial period of 12 months. The practical arrangements relating to location, supply of electricity &amp; water and a formal licence agreement be delegated to the Clerk.</p>
<b>R66/23</b>	<p><b>Proposal from Twyford Cricket Club</b></p> <p>A report from Twyford Cricket Club was received, noted and attached in the appendices. 5 members of the cricket club were in attendance. Mr A Symonds outlined the two proposals in the report and said it was a starting point to how arrangements could work better more efficiently, enabling the ability to obtain funds necessary to purchase new cricket training nets to replace the current nets which are end of life, and also grants to support development of the club. Cllr Pullen thanked him for the report and confirmed the Parish Council would investigate further.</p> <p><b>It was resolved</b> to set up a Cricket Working Party comprising of Cllr S Pullen, Cllr S Hoad, Cllr, S Cook, Cllr R Sellars, the Assistant Clerk and Clerk to consider the proposals received from Twyford Cricket Club in further detail and provide a report back to the committee.</p> <p>Proposed by Cllr Mitchell and seconded Cllr Forder-Stent. All voted in favour of the proposal.</p>
<b>R67/23</b>	<p><b>Proposed new cricket nets</b></p> <p>A report from Cllr. Hoad was received and noted, attached in the appendices. Cllr Hoad had nothing further to add as the much of the report had been covered at R66/23.</p> <p><b>It was resolved</b> to refer matters in the report to the Cricket Working Party</p> <p>The Clerk did advise the figure of £42,000 quoted in Cllr Hoad's report was not a figure he recognised and did not reflect quotes received. The Clerk also advised that the interest free loan offered by the EWCT loan wasn't as straightforward process as any borrowing by the Council would require agreement from the Secretary of State.</p>
<b>R68/23</b>	<p><b>Existing Cricket Net maintenance</b></p> <p>A report was received and noted, attached in the appendices. Mr Paine of Twyford Cricket Club advised that the grass should be cut at the base of the poles to check for rust. Mr Paine confirmed that a visual inspection is carried out on each occasion to using the nets. Photographs of the nets were taken periodically by officers, and it was noted that there was no visual change in the structure.</p> <p><b>It was resolved</b> to approve the same maintenance regime used in 2023 as set out in the report for the 2024 season.</p>

<b>R69/23</b>	<p><b>Provision of Cycle Racks at Hunter Park</b></p> <p>A report was received and noted, attached in the appendices. The Assistant Clerk gave an overview of the report and that the Committee had resolved to provide cycle racks to be installed into a concrete base between the temporary toilet and the noticeboard. Members debated the different options and materials, taking into consideration security and durability whilst remaining aesthetically pleasing.</p> <p><b>It was resolved</b> to approve the purchase of 3 stainless steel Sheffield cycle racks from Supplier C, Barriersdirect at a cost of £117.26 each inclusive of delivery.</p> <p>The hoops are manufactured in the UK and the company are suppliers to local authorities as well as donors to Prince's Trust Enterprise. The hoops would be installed by the Caretaker.</p>
<b>R70/23</b>	<p><b>Temporary Toilet at Hunter Park</b></p> <p>The report was <b>received and noted</b>, and is attached in the appendices. The Assistant Clerk confirmed that quotes had been investigated, however, the current supplier, Philspace, remained to be the most competitive.</p>
<b>R71/23</b>	<p><b>Donation of Silver Birch for Hunter Park</b></p> <p>A report was received and noted, attached in the appendices. Cllr Pullen outlined that a silver birch tree had been offered to the council by a resident for use at Hunter Park.</p> <p><b>It was resolved</b> to accept the tree with thanks, to be planted along the perimeter of the park on the eastern area just past the outside gym equipment.</p>
<b>R72/23</b>	<p><b>60 Year Celebrations Event at Hunter Park</b></p> <p>A verbal report was received from Cllr Percival who, together with Cllr Cook, had been busy organising the activities for the 60 year celebrations event at Hunter Park on 28<sup>th</sup> April 2024. Possible activities may include:</p> <ul style="list-style-type: none"> <li>• Twyford Cricket club – junior match and BBQ</li> <li>• Tennis tournament including a racket amnesty</li> <li>• Ukulele band</li> <li>• Treasure hunt</li> <li>• Pavilion Panthers – football training session</li> <li>• Personal trainer – outdoor gym equipment</li> <li>• Guides – table tennis and basketball</li> <li>• Dog show</li> <li>• Playgroup – tea/cakes from the pavilion</li> <li>• PTA – face painting</li> <li>• Ice cream van</li> <li>• Parish Council liaison</li> <li>• Chiropractor – foot massage</li> <li>• Forest school</li> </ul> <p><b>It was resolved</b> that car parking would not be allowed, except for blue badge drivers. Cllr Mitchell said he would be happy to act as parking marshal.</p>
	<p><b>Proposed Lease for Hunter Park Tennis Courts</b></p> <p>A report was received and noted, attached in the appendices. The Clerk provided an overview of the report. Members debated the length of lease term and chargeable rent.</p> <p><b>It was resolved</b> the Clerk would instruct a solicitor to draw up a fully repairing lease with the Hunter Park Tennis Courts Association. The lease will have a term of 15 years, with a break clause, rent £150 per annum with three yearly reviews and clauses relating to providing public access to the courts and limiting time of use of the courts to between of 7.00am – 9.00pm. The lease would also cover the area where the association owned shed and a side licence relating to use of the car park.</p>
	<p><b>Tree Surveyor's reports for Hunter Park and Northfields</b></p> <p>A visual tree assessment report of Northfields and Hunter Park was received and noted, attached in the appendices. The Clerk advised that one tree collapsed at Hunter Park and was being removed 16<sup>th</sup> February.</p>

	<b>It was Resolved</b> to received and note the Visual Tree Assessment reports for Northfields and Hunter Park
	<p><b>Legionella Implications at Hunter Park Allotments</b></p> <p>A report was received and noted, attached in the appendices. The Assistant Clerk explained the legionella concerns with water butts at the allotments and what causes legionella. It was recommended that the two council owned water butts are removed to mitigate risk. An alternative option to removal was also described in the report which involved quarterly draining and a thorough clean annually.</p> <p>Councillors felt the risk was minimal and wanted to understand further the risks involved.</p> <p><b>It was resolved</b> not to proceed with the officer's recommendation of removing the water butts.</p> <p>Cllr Mitchell requested that Cllr Percival carry out some further research.</p>
	<p><b>Items for future meetings</b></p> <ul style="list-style-type: none"> <li>• Further paving slabs to front of pavilion.</li> <li>• Wildflower area</li> </ul>
	The meeting closed at 10.22pm



## Twyford Parish Council

Recreation Committee 15<sup>th</sup> February 2024

### Assistant Clerk's Report

Councillors are reminded that the items within this report are provided for information only and not available for debate. If it is considered that an item listed within the report should be debated fully by members, then it will be placed on the next appropriate committee or council agenda. Any member wanting clarification or further information on any aspect of items within the report please contact either of us in advance of the meeting.

### General updates

#### 1) Allotments.

- One plot saw a change of tenancies at the end of November.
- Plot 19 released a small 40sqm area, now known as Plot 18 for which a new tenant commenced at the end of December.
- A Sunday in March will be allocated to tenants to hold a bonfire on the communal area. They hope that by holding a bonfire on a weekend will result in more volunteers coming forward. The date will avoid any sporting events at Hunter Park.
- The Spring meeting for allotment users will be organised for April
- An email was sent to residents on the waiting list to provide an update and to ascertain continued interest. The waiting list now has 15 residents, the longest waiting since June 2021.
- One plot is recommended to terminate the tenancy due to continued breaches of the tenancy agreement. As with previous cases this matter will be considered by full council.

#### 2) Hunter Park:

- An additional bin was installed on the northern boundary between the allotments and the tennis courts at the location agreed by the Recreation Committee.
- The new temporary car park sign was installed at the entrance to the park; however, it was removed 10 days later by unknown person(s). A replacement was installed by the Caretaker two weeks later.
- The parking sign for disabled users was installed and it appears to be well utilised and respected.
- The disabled access toilet was removed at the request of the Recreation Committee at the end of the year and reinstated in February. Reported elsewhere on the agenda.
- Football: On 21<sup>st</sup> January the pitch was damaged due to fluctuating weather conditions (starting frozen and thawing out during play). The goals, when returned after a match, left deep grooves in the ground. Grounds maintenance could only

take place once the ground had dried out, resulting in the following weekend's matches being cancelled. The £50 deposit was retained to contribute towards loss of income and additional maintenance.

### 3) Hunter Park Car Park:

- On Wednesday 31<sup>st</sup> January 2024 it was noted a group of 16+ cars parked in the car park. The Clerk spoke to the group who said they were a rambling group from Waltham who have used the car park in the past. An email was later received apologising for the situation and that they would ask in the future.



### 4) Pavilion:

- 6 emergency lights were replaced by the Caretaker.
- CCTV cameras were installed during January, as agreed by the Recreation Committee at a meeting in October 2022 (R35/22).

- During freezing weather conditions in January, the urinals flooded. The Caretaker has advised that 3 bottle traps and a new cisterniser is needed; a plumber will carry out the work.

#### 5) Trees

- A Visual Tree Assessment was carried out at the beginning of January, reported elsewhere on the agenda.
- Hampshire Heartwood will be carrying out some tree works to the trees to the front and side of the Pavilion, car park edges and driveway, car park boundary with allotments, apple tree in allotment and tree in hedge between Park Lane and the allotments. They will also be carrying out some work to remove a tree from the field south of Hunter Park, 3 small-ish trees to be felled, also some ivy and deadwood work. Some of this work will take place during February.

#### 6) Play areas

Elite Playground Inspections have been instructed to carry out some minor maintenance work at both Hunter Park and Northfields at a cost of £845. Work scheduled to take place March/April 2024 and includes:

- Hunter Park:
  - Remove excess chain links, replace shackles and bushes on 2 swings
  - Replace missing cap on cradle swing, relocate chain on swing seat termination point
- Northfields:
  - Replace worn fitting to both springers - involves removing and replacing rubber mulch
  - Secure loose fixing on pedestrian gate

The annual play area inspections for 2024 will take place in March by The Play Inspection Company, a company also used by Winchester City Council. This will also include an estimated life expectancy assessment.

Sue Nias, Assistant Clerk &  
 Jamie Matthews, Parish Clerk  
 7<sup>th</sup> February 2024

## Item 8



# Twyford Parish Council

## Maintenance List

Outstanding maintenance list 8<sup>th</sup> February 2024.

JOB NO	LOCATION	DATE OF ISSUE	ISSUE/JOB	RESPONSIBILITY	ACTION	DATE SCHEDULED
1	Pavilion	17.05.2021	Legionella temperature and fire equipment checks	Caretaker	ONGOING monthly checks	ONGOING – once a month 6 <sup>th</sup> March 2024
2	Pavilion	23.12.2021	Inside lights	Caretaker	Could we have either a main switch which would switch all lights off, or possibly a motion sensor to be installed? Lights often left on by hirers	
3	Pavilion	09.11.2022	Cladding	Caretaker	Replacement cladding	
4	Hunter Park	08.02.2023	Jubilee plaque	Caretaker	Reinstall Jubilee plaque in wildflower area	
5	Pavilion	16.02.2023	Remote lock	Caretaker/Clerk	Install new remote lock to Pavilion	
7	Hunter Park	19.04.2023	Old Pavilion electric	Caretaker	Install board to neaten electrics	
8	Hunter Park	04.05.2023	Signage on footpath/handrail area	Caretaker	Installation of steep slope sign (when we have it)	21 <sup>st</sup> February 2024 (if arrived)
9	Hunter Park play area	04.05.2023	Fencing	Caretaker	Repair/replace rotten timber where needed	
10	Hunter Park car park	24.05.2023	Manhole cover in car park	Caretaker	Requires surrounding surface to be levelled to manhole cover	
11	Hunter Park Allotments	30.08.2023	Wobbly dog bag dispenser	Caretaker	The dog bag dispenser has become wobbly and needs firming up.	
13	Northfields	05.12.2023	Climbing frame	Caretaker	The replacement timber slat needs the edges chamfering the same as the other slats.	
14	Pavilion	03.01.2024	Heat alarm	Caretaker	Install heat alarm in kitchen	
15	Pavilion	03.01.2024	Moss on roof	Caretaker	Brush moss off roof; wait till tree has been pruned	21 <sup>st</sup> February 2024
17	Pavilion	19.01.2024	Leak in gents	Plumber	Repair work on urinals	
19	Hunter Park play area	25.01.2024	Top up sandpit		Top up sandpit before Easter holidays	
20	Hunter Park allotments	25.01.2024	Install sign	Caretaker	Replace removed sign re dogs	21 <sup>st</sup> February 2024 (if arrived)
	Pavilion	08.02.2024	Rear door handleplate loose	Caretaker	Refix rear door handleplate (loose)	21 <sup>st</sup> February 2024

### Completed jobs since last meeting:

- Northfields: Plank on activity frame replaced
- Hunter Park: Car park signage installed (twice due to unauthorised removal of first sign)  
 Cordoned off area at top of steps by allotment as muddy/slippy  
 Disabled parking signage installed  
 Rubber mats installed top of steps by beech hedge  
 New bin installed between allotments and tennis courts  
 Cricket nets lifted and tied up  
 Replace pegs in rubber matting at steps by allotments
- Pavilion: Gutters cleaned  
 6 emergency lights replaced  
 CCTV installation work  
 Investigate work needed to urinals
- Other: Packaging for SLR despatch



## Item 9

### Proposal to Twyford Parish Council for a Coffee Cart to be based in Hunter Park:

Proposal submitted by: Ruth O'Connor & Selina Graham-Campbell

Thank-you for taking the time to read this proposal. The aim of this document is to give you an understanding of our desire to bring a permanently-based coffee cart to Hunter Park. Firstly, a brief background on both of us! We are great friends who met by chance outside the Twyford village shop back in 2010 when our buggies and dog leads became entangled! We had similarly aged children and we went on to spend many hours in Hunter Park over the years, meeting for walks, picnics and playdates. We recall saying back then how amazing it would have been to have a little café in the park! We share a passion for coffee and over the years have regularly met in many local cafes, so this business idea feels like a great fit for us both and allows us the flexibility to still be present for our children. It also allows us to feel we are providing something really positive to the community in terms of offering nice products and also a social hub for many.

Late last year, the coffee cart (The Willow Tree) in Colden Common became available to be taken over and it sparked immediate interest in us both. We loved the idea of running a cart together, but for us, it made more sense to think about doing it a bit closer to home in the park we both love and have spent so much time in over the years. We approached the owner of the cart, however someone else was quicker than us! We didn't let that deter us and decided we really wanted to pursue this idea anyway. The Colden Common cart has been bought and remains operating in the same location, which is a great result for the community there.

We have spoken to many Twyford locals, who absolutely love the idea of being able to pick-up a drink and a pastry on their daily walks in Hunter Park. We chatted to the previous owner of the Colden Common cart and learnt about how it had become a really popular destination for locals within their community. It seemed that since the emergence of Covid, so many people were really appreciative of a friendly face, a little chat and a nice hot drink being available to them in their local park. The previous owner, Kate, also mentioned she had to really convince the Colden Common Parish Council initially that her idea was a good one, however once convinced, they came to love it and had even subsequently offered her space in the pavilion to expand. She told us she was able to work out an arrangement with them to use their electricity via an external cable and also their water supply. We are hoping to be able to come to some arrangement with Twyford Parish Council to access both water and electricity, perhaps via a meter to monitor and track our usage, so we can pay for all we use.



Image 1: The former owner, Kate, of 'The Willow Tree' in Colden Common with her coffee cart.

The type of coffee cart we would like to purchase, would be similar to the one in Colden Common and Flat Whites in Winchester (see Images 1 & 2). It would need to be parked permanently in the carpark, as it would not be easily moved to either of our homes on a daily basis due to parking and access constraints. The coffee cart in Colden Common remains permanently in-situ in the carpark there. There is another well-known cart in Winchester named 'Flat Whites' (Image 2) which is positioned permanently on Market Street close to the cathedral. We have spoken to them and they have an arrangement with the council and get power via an external plug to a nearby building and pay via a metre. Their business is highly valued in the community and they say they have a lot of regulars who pass by often.



Image 2: 'Flat Whites' Coffee Cart in Winchester.

We really hope you all like the idea as much as we do, as we would love to have Twyford Parish Council on-board and excited about the idea also. If we gain your support, we plan to work cohesively with you to make sure that the impact of having our van in the carpark is minimal to the surrounding environment and that it blends in as much as possible. We plan to use sustainable products, to recycle and be very careful to keep our surrounding environment clean and tidy at all times.

In summary, our objectives are as follows:

1. Executive Summary: Our new coffee cart business aims to take up permanent residency in Hunter Park, close to the pavilion in a position that would be mutually agreed as best. We would love to share our love of coffee, pastries and other treats with all the locals who utilise Hunter Park. It would be great to work alongside the parish council and to consider the requests of park users to work out best opening hours and also to service the various sporting events that take place at different times throughout the year.
2. Business Description: We will run a coffee cart selling specialty coffee and plan to use ethically sourced products and coffee beans. We would also like to offer a small but high-quality selection of pastries and possibly fresh breads. Perhaps even some dog treats would go down well! We plan to minimise our environmental impact and focus on sustainability. We hope to discuss location for the cart and find a location

that is deemed most practical and suitable for use. We hope to come to an arrangement with you in relation to electricity supply and water supply. We would cover costs for any required set-up costs, for example, getting an electrician to fit an external plug for use.

3. Market Analysis: We are aware that there are various cafes and restaurants in the area, however, we believe this would service a different market. A coffee and pastry on a walk is a different experience than sitting in a café or restaurant. We believe there is room for this business, without detracting from the other brilliant options that are available locally. We envision some seasonal product diversification, like ice-cream in the warmer months. We believe this would be a lovely option to local families that spend time in the park and playground. Having seen the success of the cart in Colden Common and from surveying local friends, we believe there is a definite gap in the market.
4. Product Line: We would love to offer a range of high-quality coffee options and also some specialty teas. We also believe you can't beat an amazing pastry to complement your coffee! Fresh bread could also be an option we could test! We could then offer further products, like cold drinks, ice-cream etc. and could also seek opinions from local clientele in relation to what they would like to see on offer.

For us this is a real passion project and not something that we expect to make a huge income from. We strongly believe that this would be a positive addition to Twyford and would enrich the park experience for many. We believe in community spirit and know there is plenty of it in Twyford!

Many thanks for taking the time to read and consider our proposal and we look forward to your questions and feedback.

Kind regards,  
Ruth & Selina

## Item 10

### Twyford Cricket Club Proposal to Twyford Parish Council February 2024



#### Executive Summary:

The cricket club has been a stalwart of village life in Twyford since 1892, and since the creation of Hunter Park in 1963 cricket has formed a core part of the park. We share the same aims and objectives of Twyford Parish Council, namely the enhancement of the lives of those living in the Parish, and the desire to provide services and facilities that foster a sense of community and pride within the village.

The club has had significant success recently with increasing participation from the village in cricket and wishes to ensure that cricket at Hunter Park not only meets the long term needs of those involved with the club, but of course meets the needs of the Parish Council and the wider village community that it represents.

However, it is clear that the club and Parish Council have some financial challenges to overcome if the cricket club is to continue to be successful in its role in the village. Firstly, the net facilities, essential for the training and development of all our teams from junior to seniors, are beyond the end of their life and need to be replaced to provide a safe training facility. Secondly, we understand the financial pressures of producing cricket pitches under the current arrangements, but there are alternatives which would avoid placing such a financial strain on the club and ultimately the members and families in the village.

Through this initial proposal and subsequent conversations, it is hoped the club can more deeply understand the views of the Parish Council and how we can work together to overcome the challenges we both face for the benefit of the village.

#### Introduction to Twyford Cricket Club

The club is thriving with 150 members. The club fields 2 adult men's teams, a ladies team with a squad of 25 regular players, and has around 120 junior players. All teams play home matches at Hunter Park and take great pride in the beautiful pitch and park, which always receives compliments from our visiting opposition teams. Unlike some clubs, we are first and foremost a social club who value playing in the right way above all else.

In addition to matches on Saturdays, Sundays and midweek evenings, in the spring and summer the men's and ladies teams train on a Thursday evening and all the juniors train on a Friday evening.

Our aims are to:

1. *Promote cricket in the village and develop a thriving juniors / "colts" section.* We have significantly increased the number of junior players over the last few years, and now have over 100 attending with their families on Friday nights at Hunter Park. The boys and girls in the junior section start at age 4 in the ECB All Stars programme and then progress into under 9s, under 11s, under 13s and this year for the first time in some years we will be playing an under 15 team. The club has 9 qualified volunteer coaches from within the club and supplements this with professional coaches for the juniors and ladies.
2. *Be an inclusive club and in particular grow ladies and girls participation in cricket.* We established our ladies "W10" team in 2017 and they have gone from strength to strength, in

2023 becoming indoor winter county champions and semi-finalists in the Hampshire summer competition. For 2024, we are also starting a dedicated girls team in our junior section using the ECB's Dynamos programme to boost our retention of girls in cricket following the success of our All Stars programme.

3. *Encourage greater involvement in the senior game and foster a community feeling.* We have established a second Saturday XI in 2019, giving a great opportunity for our younger players to develop into senior cricket and ensuring cricket is at the park every Saturday. Our first XI secured promotion to Hampshire Cricket League County Division 2 for 2024, an amazing 3 promotions in 4 years. We also won the midweek Tichborne Trophy for the first time, beating some established bigger clubs in doing so. As a result, we are seeing more spectators enjoying our games, including an U11 Final in 2022 with over 150 people at the Park.

## **Proposal**

The aim of these proposals is to stimulate debate to ensure a mutually beneficial approach, as such this is the first iteration and feedback and input would be greatly welcomed and appreciated in order to achieve the best outcome.

## **Current Situation**

### Net facilities

- Parish Council own and maintain the nets and are responsible for the safety of the facilities.
- The nets are past the end of their life and are not going to remain safe for much longer.
- Whilst we know the Parish Council has been considering options to replace them, the nets are essential to cricket training (for all teams) and if this issue is not resolved promptly the nets will be unusable causing a significant impact to the club and other users of the park.

### Use of the Ground

- The Cricket Club books and rents the ground and pavilion from the Parish Council for matches and training.
- Other cricket clubs can also book and pay to use the ground via the Parish Council. For example, the Hampshire seniors team choose to play home matches at Hunter Park.
- Rent for Hunter Park obviously represents the club's largest outgoing.

### Maintenance

- Maintenance for the cricket pitch is the responsibility of the Parish Council.
- This is contracted to Shorelands.
- Shorelands lease equipment owned by Twyford CC (mower, roller etc).
- Shorelands subcontract maintenance and materials to two ground staff, both from Twyford CC.
- Pitch Covers and sightscreens are owned, maintained and insured by the Parish Council.

### Implications in maintaining the current approach

- Cost of preparing and maintaining the ground is higher than it needs to be, something which the Parish Council is trying to address in the recently proposed rental increases. Although this increase will go some way to addressing the balance and moving towards cost neutrality, it does not get to the underlying issue of an inefficient model. It also puts all the onus on the club to remodel its entire pricing structure across all teams to ensure sustainability.



- Neither the Parish Council or Twyford CC are able to secure the funding desperately needed to replace the old cricket nets. Something which is vital to attract and retain players and provide an appropriate environment for new players to learn skills needed to play safely, something especially important for younger players.
- The Cricket Club is unable to assist in achieving grant funding for the Park as it is deemed ineligible by grant bodies due to the precarious position as long term 'renters'.

#### Proposed Solutions

The club committee understands the financial challenges of maintaining the park and would like to offer the following proposals that it believes would contribute to rental income exceeding expenditure with an identical level of ground maintenance and therefore move towards price neutrality. It would also allow for a funding solution for new cricket nets.

We have thought of two potential solutions but acknowledge there will be several other options or variations that the Parish Council may have in mind. We would be open to any other suggestions and simply wish to enter into a proper dialogue about how a mutually beneficial outcome can be reached.

	<b>Option 1: TCC responsible for the running, maintenance and booking of the cricket square and nets</b>	<b>Option 2: TCC set up a company to contract to the PC in return for a long term rental agreement / lease</b>
Overview	<ul style="list-style-type: none"> <li>• Twyford CC take up a leaseholder agreement for the ground, pavilion during games and storage facilities.</li> <li>• Lease length to be agreed but ideally 10 years, but could include a break clause of some kind to ensure the Parish Council maintains control if the situation changes in the future.</li> <li>• Maintenance of the ground which would be undertaken by Twyford CC members without the need for Shorelands or any other external company, on a volunteer basis, reducing costs.</li> <li>• Cricket club handles bookings for games, as well as other cricket clubs, and retains the fees for rental.</li> <li>• Similar to the Tennis Club arrangement as well as other local cricket clubs, including Colden Common.</li> </ul>	<ul style="list-style-type: none"> <li>• Ground maintenance contract is transferred to Twyford CC who will set up a new company to service this contract for a period of time (ideally 10 years).</li> <li>• In return, Twyford CC would hold a rental licence for the same period covering the typical use of the park by the Club.</li> <li>• There would be guaranteed hire increases as agreed, 5% for example.</li> </ul>
Nets	<ul style="list-style-type: none"> <li>• Cricket Club would be able to apply for grant funding which could break the impasse between the funding available</li> </ul>	<ul style="list-style-type: none"> <li>• Grants would not be available, and therefore Twyford CC would still be unable to secure funding for cricket nets themselves.</li> </ul>

	<p>today and the cost of replacement.</p> <ul style="list-style-type: none"> <li>• Would require the PC to agree to the location of new nets, which cannot remain in the same place for grant funding due to east/west orientation.</li> </ul>	<ul style="list-style-type: none"> <li>• The Parish Council would need to agree a solution to provide safe cricket nets. This could be achieved, for example, through an interest free loan from the ECB for replacement cricket nets, using the proceeds of this new contract.</li> </ul>
Cost of cricket	<ul style="list-style-type: none"> <li>• A more efficient maintenance structure leads to decreased costs. Based on costs from the last 5 years the savings on running to the Parish Council is believed to be circa £50k over a 10 year period. The desire here is to move cricket being a cost neutral activity for the Parish Council.</li> <li>• The long term viability of Twyford CC is maintained.</li> </ul>	<ul style="list-style-type: none"> <li>• A more efficient maintenance structure leads to decreased costs, with the same benefits as Option 1.</li> <li>• Twyford CC is better able to prepare longer term financial plans with greater certainty of cost.</li> </ul>
Benefits to the Parish Council	<ul style="list-style-type: none"> <li>• No longer holding the risk of recovering costs, with the efficiency saving of £50k over 10 years (based on the last 5 years).</li> <li>• Can retain elements of control through lease terms and conditions.</li> </ul>	<ul style="list-style-type: none"> <li>• Retain control over non Twyford CC bookings.</li> <li>• Reduced cost through a more efficient operating model and volunteer efforts from the Club.</li> <li>• Guaranteed rental incomes and increases for the term of agreement.</li> </ul>

We very much look forward to discussing these thoughts with you and working towards a solution together. If you have any questions, please contact the authors, contact details of which are in the covering email.

**Twyford Cricket Club**

**February 2024**



## Item 11

### Update on the Proposed New Cricket Nets at Hunter Park

The current cricket nets at Hunter Park are showing their age and reaching the end of their service/performance life.

The current nets were built by 3D Sports, and consist of:

- Two 14m x 2m Type 1 batting ends (two stone layers without any separating membranes)
- Two 7m x 2.74m bowling ends
- 14.64m x 7.32m x 3.66m cage constructed using 33.7mm Outside Diameter (OD) galvanised tubular steel, painted green

In line with ECB NTP Code of Practice Accreditation, the following elements are non-compliant with the ECB TS6 design requirements:

- Batting end pitch construction (3D Sports systems are no longer ECB Approved systems)
- Batting end width (min width is 2.74m if used by youth or senior cricketers)
- Cage length (min compliant length is 18.30m)
- Thickness of cage steelwork (min compliant thickness is 42.4mm OD)
- The nets are also almost exactly in an east-west orientation, which is outside the ECB's required direction of play of  $\pm 55^\circ$  from due North.

If all these elements are not rectified, regardless of how many are adjusted to current standards, the overall facility will remain non-compliant with ECB design requirements. This will mean that no funding will be available from the ECB, Sport England or any other body that requires an ECB compliant design.

Therefore, the available options are:

1. The refurbishment & improvement of the existing nets\*
2. New-build cricket nets on the new location agreed by the Recreation Committee\*\*

\* Note that the angle of the current nets means that all options that involve the nets being refurbished/replaced in this direction will remain non-compliant.

\*\* Option 2 will be in accordance with ECB design requirements.

At the new location there is not sufficient space to install a three lane facility, but there is ample space for two lanes which is the minimum requirement for planning permission and overall benefit for training purposes.

Obtaining a quotation for the complete installation including ground works from an ECB approved system contactor (Notts Sport Cricket South) will be £42,000 excluding VAT.

So, working with that figure of £42,000 excluding VAT. minus the £10,000 that has been allocated to the project by Twyford Parish Council leaves a shortfall of £32,000 excluding VAT.

Please note, this does not include the cost of submitting a planning application for the works, legal fees and any surveys that need to be carried out.

To fund the shortfall there are two avenues to achieve this. Either via Twyford Parish Council or Twyford Cricket Club.

The only viable funding options available to Twyford Parish Council and Twyford Cricket Club are as follows:

Twyford Parish Council

- a. The England and Wales Cricket Trust (EWCT) Interest Free Loan Scheme (see attached)

Twyford Cricket Club

- a. The England and Wales Cricket Trust (EWCT) Interest Free Loan Scheme (see attached)
- b. Crowdfunder in partnership with the ECB

# EWCT Interest Free Loan Scheme – Guidance Notes

## 1. Aim

The EWCT Interest Free Loan Scheme (the Scheme) aims to finance capital projects to help create a sustainable future for cricket.

The scheme is funded by the England and Wales Cricket Trust (EWCT), a wholly owned charitable subsidiary of the England and Wales Cricket Board (ECB), which promotes community participation in healthy recreation by providing facilities for playing cricket.

Activities funded by the EWCT must benefit the community, not just a small group or elite. This is a primary obligation when applying for funding.

## 2. Eligibility

All ECB affiliated cricket clubs and other organisations that directly affiliate to the ECB.

## 3. Project Themes

Applicants should choose **one project theme only**. Most projects will fall under one theme but linked packages of works will be reasonably considered, i.e. a fine-turf project may include machinery purchase.

Themes	Examples
<b>Buildings</b>	<ul style="list-style-type: none"> <li>• Ball Stop Netting</li> <li>• Changing Room Extension</li> <li>• Changing Room New Build</li> <li>• Changing Room Renovation</li> <li>• CCTV / Security Shutters (specifically to protect cricket buildings)</li> <li>• Flood Resilience - Building Protection</li> <li>• Improvement in Car Parking Facilities (for cricket purposes only)</li> <li>• Machinery Store</li> <li>• Outdoor Lighting (for security purposes)</li> <li>• New Build – Other</li> <li>• Pavilion Extension</li> <li>• Pavilion New Build</li> <li>• Pavilion Renovation</li> <li>• Perimeter Wall or Fencing</li> <li>• Roof Repair or Replacement</li> <li>• Score Box</li> <li>• Security / CCTV</li> <li>• Social Area Development</li> </ul>
<b>Equipment Purchase</b>	<ul style="list-style-type: none"> <li>• Covers</li> <li>• Digital</li> <li>• Electronic Point of Sale (EPOS) System</li> <li>• Machinery (subject to health and safety qualifications)</li> <li>• Mobile Net Cage(s)</li> <li>• Replacement Netting</li> <li>• Sight Screens</li> <li>• Scoreboard</li> </ul>
<b>Fine Turf</b>	<ul style="list-style-type: none"> <li>• Square</li> <li>• Outfield</li> </ul>

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## EWCT Interest Free Loan Scheme – Guidance Notes

	<ul style="list-style-type: none"> <li>• Bore Holes</li> <li>• General Landscaping of Cricket Grounds / Sites</li> <li>• Flood Resilience – Drainage / Irrigation / Ditch or Culvert Clearance</li> </ul>
<b>Land Purchase</b>	<ul style="list-style-type: none"> <li>• For Cricketing Purposes Only</li> </ul>
<b>Non-Turf</b>	<ul style="list-style-type: none"> <li>• Non-Turf Practice Facilities</li> <li>• Non-Turf Match Play Pitches</li> </ul>
<b>Sustainability</b>	<ul style="list-style-type: none"> <li>• Energy Efficient Heating Systems e.g. Boilers, Radiators</li> <li>• Energy Saving Measures, including:                             <ul style="list-style-type: none"> <li>▪ Insulation (roof and / or walls)</li> <li>▪ Double / triple glazing</li> <li>▪ Solar PV / solar thermal systems</li> </ul> </li> <li>• LED Lighting</li> <li>• Power Supply</li> <li>• Solar Panels</li> <li>• Water Supply and Water Management Systems, including:                             <ul style="list-style-type: none"> <li>▪ Rainwater Harvesting</li> <li>▪ Greywater Recycling</li> <li>▪ Water Saving Sanitaryware / Flush Reduction Devices</li> <li>▪ Aeration Devices, e.g. Water Saving Shower Heads or Taps</li> <li>▪ Reduced Flow Devices, e.g. Non-Concussive Taps</li> </ul> </li> </ul>

This is not an exhaustive list and EWCT reserves the right to consider other eligible project themes where it considers, in its absolute discretion, that the project meets the charitable objectives of the EWCT.

#### 4. Ineligible Projects Themes

- Projects where the subject matter or any related property is under criminal investigation (i.e. subject to insurance claim due to arson, etc)
- Coaching items (e.g. equipment, bowling machines)
- Audio Visual equipment
- Indoor Facilities (e.g. indoor practice facilities or teaching classrooms etc)
- Any other project that the EWCT does not, in its absolute discretion, consider meets the charitable objectives of the EWCT.

#### 5. Refurbishment / Replacement

Any project that seeks to refurbish existing facilities will only be considered if compliant with current ECB, Sport England and / or Sport Wales technical standards.

Reconditioned machinery is acceptable provided that a warranty of no less than 12 months can be supplied and the applicant can prove that they have suitably qualified people to operate it.

#### 6. Amount of Loan and Repayment Period

Category	Amount of loan	Maximum Repayment Period
Cricket clubs with a junior section *	£1,000 - £50,000	5 years
Cricket clubs without a junior section	£1,000 - £20,000	5 years
Other Organisations	£1,000 - £50,000	5 years

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## EWCT Interest Free Loan Scheme – Guidance Notes

*\*A cricket club with a junior section is defined as 'a cricket club that offers appropriate coaching and competition to cricketers under the age of 18 years.'*

Applications for loans outside of these parameters will be considered by the EWCT which has an absolute discretion to agree or reject such an application.

### 7. Partnership Funding

A minimum of **10%** partnership funding will be required from the applicant, meaning the amount of the loan cannot exceed 90% of the total cost of the project.

The Scheme can be partnered with ECB capital grant schemes or other external funding programmes.

The Scheme may not be used to fund the following fees:

- Legal and professional fees
- Architect and / or Surveyor fees
- Third party consent

However, these costs may be considered as 'in kind' contributions and form part of the Partnership Funding.

### 8. The Loan

The EWCT Trustees have discretionary powers over all loans.

Loans will be interest free.

Applicants must agree to the EWCT's Scheme Terms and Conditions and sign a form of acceptance prior to a loan being released.

The loan shall be repaid in equal quarterly instalments over the period of the loan. The repayment schedule will be agreed during the application and acceptance process.

If an applicant defaults on a repayment, or is in breach of any of the loan Terms and Conditions, the whole of the loan amount may become immediately repayable or become subject to interest until the outstanding amounts are paid.

Loans cannot be used to retrospectively fund projects.

Repeat loan applications (i.e. an application every five years for the replacement of the same non-turf practice area) will be declined.

Applicants cannot apply for a second loan within 12 months of having the first loan accepted.

The maximum total loan awarded by the EWCT at any one time to an applicant shall be £50,000.

The loan will not be awarded to cover or repay any existing loans or credit held by or advanced to an applicant.

If an applicant does not meet the mandatory requirements at any stage during the life of the loan then this will be deemed an act of default and could lead to a requirement for the immediate repayment of the loan.

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## EWCT Interest Free Loan Scheme – Guidance Notes

the payment by the applicant of interest on any outstanding amounts or such other action as detailed in the Offer Letter or Terms and Conditions.

### 9. Personal Guarantors and Legal Charge

The EWCT will require that as security for the loan, the applicant:

- Identifies between one and three guarantor(s) who will guarantee the repayment of all monies loaned to the applicant by the EWCT; and / or
- Provides a legal charge over the property owned or leased by it; and / or
- Provides such other security for the loan as the EWCT considers appropriate.

The EWCT shall, in each case and in its absolute discretion, decide on the security to be provided by an applicant.

### 10. Planning Your Project

Careful thought should be given to your project. To assist with the planning of your project, it is recommended that you read the [ECB Guidance on Project Development](#).

### 11. The Application Process

Check that your Club / Organisation and project is eligible.

Register and apply on the ECB Management Investment System (IMS) at [IMS.ECB.co.uk](https://ims.ecb.co.uk)  
Your local Cricket Board or Foundation will verify your association as an officer of the Club / Organisation

Applicants will be required to upload evidence to IMS in support of their application

An assessment of the application will be made, and the applicant will be notified if the application has been successful (or if more information is required) within 30 days

Successful applicants will receive an Offer Letter, including the Scheme Terms and Conditions, a Direct Debit mandate and Guarantor Agreement

Applicants will need to complete and return the signed documents, as follows:

- Direct Debit mandate and Guarantor Agreement via email within 30 days of date of the Offer Letter
  - Contract Offer Letter via DocuSign within 30 days of date of the Offer Letter

Payment will be made to the designated bank account on or before the requested drawdown date  
Loan repayments will not commence until at least one clear quarter after the drawdown date  
A repayment schedule covering the loan period will be available on IMS.



## EWCT Interest Free Loan Scheme – Guidance Notes

### 12. Supporting Evidence

Applicants will be required to submit evidence in support of their application. The level of evidence required will be determined by the project theme.

Evidence Required	
<b>The Applicant</b>	<ul style="list-style-type: none"> <li>• Constitution, Articles of Association or recognised governance documents</li> <li>• Adoption and implementation of the ECB 'Safe Hands' Safeguarding Policy or a Child Protection Policy</li> <li>• Adoption of the ECB Inclusion and Diversity Policy or Equal Opportunities Policy</li> <li>• Valid Buildings, Contents and Public Liability Insurance cover including fire, theft and malicious damage</li> </ul>
<b>The Project</b>	<ul style="list-style-type: none"> <li>• A minimum of 5 years Security of Tenure for the site of the proposed project, by means of:                             <ul style="list-style-type: none"> <li>▪ Freehold (owned by the applicant)</li> <li>▪ Leasehold (leased from landowner) or</li> <li>▪ Rental (an agreement to rent the land from another party)</li> </ul> </li> <li>• The EWCT reserves the right to review 12 month rolling lease / rental agreements where the applicant can evidence a minimum of 20 years on the site.</li> <li>• Compliance with ECB / Sport England or Sport Wales technical guidance (where relevant).</li> <li>• A site plan with the location of the project clearly marked (where relevant).</li> <li>• Copies of detailed drawings and plans (where relevant).</li> <li>• Two competitive quotations for projects under £25,000 and three competitive quotations for projects over £25,000.</li> <li>• A full tender analysis against the quotations received (where relevant).</li> <li>• The status of planning consent (where relevant).</li> <li>• Building Regulation approval (where relevant).</li> <li>• Programme of Works (where relevant).</li> <li>• Detailed project timescales (where relevant).</li> <li>• For the outright purchase of goods above £5,000, where not clearly demonstrated in the preferred quotation, evidence of warranties will be required (where relevant).</li> </ul>
<b>The Finances</b>	<ul style="list-style-type: none"> <li>• A bank account in the Club or Organisation name that can accept a Direct Debit mandate</li> <li>• A bank statement from the same bank account dated within three months of the application</li> <li>• Three years of annual accounts, the most recent being prepared to a date within the last 12 months (where relevant)</li> <li>• Evidence of bank reconciliation with a copy of the requisite bank statement which agrees to the most recent set of accounts (where relevant)</li> <li>• A detailed budget breakdown of all project costs including a sinking fund for reinvestment into the project (where relevant)</li> <li>• Confirmation that all partnership funding is secured including evidence of all 'in kind' contributions</li> <li>• Evidence of legal charges held over the property (where relevant)</li> <li>• Evidence of any outstanding loans (where relevant)</li> </ul>

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## EWCT Interest Free Loan Scheme – Guidance Notes

	<ul style="list-style-type: none"><li>• Evidence of an income and expenditure forecast for the duration of the loan (for loans over £10,000)</li><li>• Evidence of a VAT management plan (where relevant)</li></ul>
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### 13. Monitoring of Projects

Applicants may be asked to provide yearly reports on the impact of the award and the new facility. A sample of applicants may be randomly monitored on behalf of the EWCT, including by way of site visits.

### 14. Warranty / Waivers

These guidance notes set out an outline of the application process and an overview of the requirements to be fulfilled prior to, or as a condition of, the award of a loan by the EWCT. These guidance notes are correct as at the date of publication.

Successful applicants will receive an Offer Letter, including the Scheme Terms and Conditions, a Direct Debit mandate and Guarantor forms.

The EWCT reserves the right at any stage to change any or all of the requirements or any terms and conditions for the award of any loans to any applicants.

All loans will be awarded by the EWCT in its absolute discretion.

Not all applications will be successful even if all the criteria set out above is met. In addition, the EWCT is not under any obligation to consider any proposal or application that it may receive.

Neither these guidance notes nor any other information supplied by the EWCT (or its officers or agents) (excluding the Offer Letter (if applicable)) constitute a contract or an offer which is capable of acceptance by any applicant.

These guidance notes do not contain any representation upon which any applicant is entitled to rely at any time.

To the maximum extent permitted by law, neither the EWCT nor the ECB (including any of their respective employees, trustees, officers or agents) will be responsible for any costs, losses or expenses which applicants or any other parties incur in the preparation and/or submission of applications and/or in complying with any of the mandatory requirements.

### 15. Useful Contacts and Links

For general queries regarding the loan scheme, please email: [loans@ecb.co.uk](mailto:loans@ecb.co.uk)

For details on ECB Club Facility Management, please visit: <https://www.ecb.co.uk/be-involved/club-support/club-facility-management>

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## Item 12



# Twyford Parish Council

Recreation Committee 15<sup>th</sup> February 2024

### Cricket net maintenance

#### Recommendation:

That the committee approve the same maintenance regime used in 2023, as set out below, for the 2024 season.

#### Background

At a meeting of the Recreation Committee on 2<sup>nd</sup> March 2023, it was resolved to carry out routine periodic maintenance of the cricket nets using the existing grounds contractors. Following that meeting and after receiving quotes, the Clerk sent an email on 3<sup>rd</sup> March 2023 to the committee which set out the detailed items that had been agreed with the contractors. The maintenance items set out in the email were:

To be carried out by Greensmile:

Quantity	Item	Cost
6	Cut grass inside net enclosure monthly beginning April until September inclusive	Cost included in general grounds maintenance
1	Treat and remove moss and weeds from net surface 1 <sup>st</sup> week April. Cut back grass encroachment to artificial surface	

To be carried out by Shoreland:

Quantity	Item	Unit cost	Total cost
1	Repair netting holes (with new netting and ties), peg netting to ground (40 tent pegs) and secure netting to posts with ties. To be carried out first week April.	£40.00	£40.00
1	Roll artificial surface once during first week April	£10.00	£10.00
1	Paint crease lines for all ages. U11, U13, Seniors	£20.00	£20.00
6	Monthly inspection, make minor repairs and report larger defects	£10.00	£60.00
TOTAL COST FOR 2023			£130.00

Periodic photographs taken through the course of the year do not indicate there has been any significant movement, beyond what already exists, in the caged frame as shown in these example photographs:



Figure 1: Photograph taken 22<sup>nd</sup> May 2023



Figure 2: Photograph taken 19<sup>th</sup> January 2024

Sue Nias, Assistant Clerk &  
Jamie Matthews, Parish Clerk  
Assistant Clerk  
7<sup>th</sup> February 2024



## Twyford Parish Council

Recreation Committee 15<sup>th</sup> February 2024

### Hunter Park – Provision of Cycle Racks

#### Recommendation:

Officers have provided three options for the supply of a Sheffield cycle rack. Because of the relatively low cost of the equipment there is no requirement under Financial Regulations to obtain three quotes. The 3 quotations are for almost identical equipment, with only minor differences in technical specification and country of manufacturer. The Council has no procurement policies in place which would favour any of these differences.

Therefore, the Committee is recommended to select from one of the 3 cycle rack options listed below:

Option A: £332.00

Option B: £132.50

Option C: £246.99

Once a supplier is chosen, the equipment will be installed in a concrete base on the grass area between the temporary toilet and the noticeboard at Hunter Park.

#### Background

At the September meeting of the Recreation Committee, at R32/23, a report was received with 3 options of cycle racks for consideration. After debate, the committee resolved:

- To purchase a 6 Place Toast Rack and install it on the grass between the temporary toilet and the noticeboard.
- That Cllr Hoad would investigate a more cost-effective supplier and would pass the information to the Assistant Clerk

Cllr Hoad subsequently forwarded a quote for a Sheffield stand as well as a toast rack and requested that the committee revisit the decision to purchase a toast rack, suggesting that a Sheffield stand provides increased security.

The Clerk drew this information to member's attention and advised that information on technical design and costs would be brought to a future meeting of the committee for consideration.

#### Options for consideration

Below are 3 options of Sheffield bike stand, all options would be installed by the Caretaker into a concrete base between the temporary toilet and the noticeboard. In line with the decision made at September's meeting to provide 6 spaces, 3 hoops would be purchased.

### Option A:

Galvanised	£45
Stainless steel	£100
Black nylon powder coated	£79
Delivery charge	£95

Tube diameter	48mm x 3mm galvanised steel 50mm x 2mm stainless steel
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Manufactured in UK  
Supplier to Local Authorities  
2 year warranty

Total cost option A 3 hoops black nylon powder coated incl delivery: £332

### Option B:

Armotec coated in anthracite grey	£40
Delivery charge	£12.50

Tube diameter	50mm x 2.5mm
Manufactured in Vietnam	
Supplier to Local Authorities	
1 year warranty	

Total cost option B 3 hoops incl delivery: £132.50

### Option C:

Galvanised	£59.91
Galvanised & Black	£82.33
Galvanised & colour of choice	£82.33 (see below for colours)
Stainless steel	£117.26
Delivery charge	£0.00

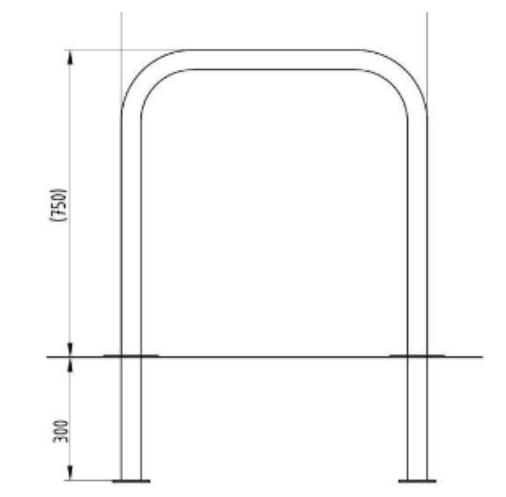
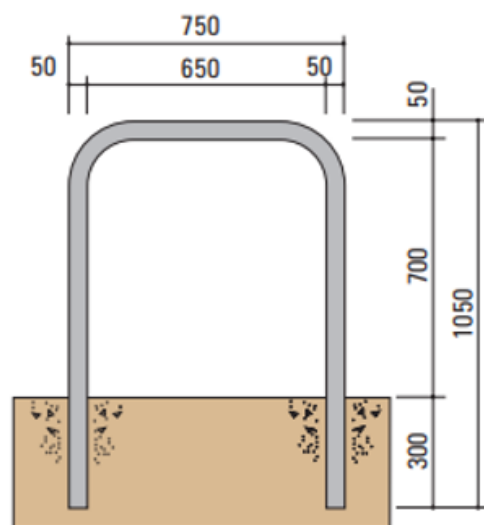
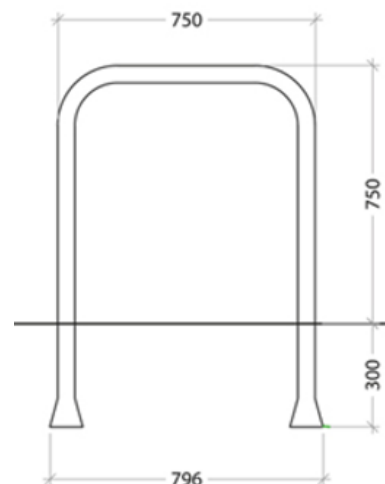
Tube diameter	48mm x 3mm galvanised 48mm x 2.5mm stainless steel
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Manufactured in UK  
Supplier to Local Authorities, BBC, Kew Gardens  
Donors to Prince's Trust Enterprise  
1 year warrantee



Total cost option C for 3 hoops with coating (black or other colour) incl delivery: £246.99

Sue Nias  
Assistant Clerk  
7<sup>th</sup> February 2024







## Twyford Parish Council

Recreation Committee 15<sup>th</sup> February 2024

### Provision of temporary toilet at Hunter Park

#### Background

At the September meeting of the Recreation Committee, it was resolved to:

- Keep the toilet in place until the end of the year
- Investigate alternative suppliers to ensure cost effectiveness
- Reinstate the toilet from February 2024

A sign was displayed on the fenced screen advising park users that the toilet would return in February.

#### Quotes received

Supplier A: £26.95 per week plus £20 delivery and £20 collection  
Supplier B: Only have one disabled access toilet which is not available for long term hire  
Supplier C: £50 per week  
Supplier D: Outside of coverage area  
Supplier E: £39 per week + VAT and transport  
(£289 First 4 weeks including VAT and transport)

#### In Summary

Supplier A (current supplier) is, therefore, the most cost effective, charges are:

Disabled access toilet	£26.95 per week
Delivery	£20.00
Collection	£20.00

The disabled access toilet was reinstated early February in time for the school half-term break.

Sue Nias

Assistant Clerk

24<sup>th</sup> January 2024

## Item 15



# Twyford Parish Council

Recreation Committee 15<sup>th</sup> February 2024

## Silver Birch Tree

### Recommendation

That the committee agree a location at Hunter Park for the planting of one Silver Birch tree.

### Background

A resident has kindly offered a Silver Birch tree (*Jacquemontii* Snow Queen), which was surplus to their requirements, and have suggested that it could be planted at Hunter Park. The Hunter Park Masterplan does include the planting of additional trees in the park, so in principle, this would be acceptable.



Sue Nias  
Assistant Clerk  
8<sup>th</sup> February 2024





## Twyford Parish Council

Recreation Committee 15<sup>th</sup> February 2024

### Tennis Courts

#### Recommendation

Committee approves the creation of a full repairing lease between the Council and Hunter Park Tennis Court Association, with a suitable licence for access and use of car park. Officers will instruct solicitors to create the lease. The lease shall contain appropriate conditions which enable public access to the tennis courts and limitations on the time-of-day use of the courts.

The lease would be subject to approval by Full Council.

#### Background

Hunter Park Tennis Court Association (HPTCA) was created in 1990 with the aim of raising funds to enable the creation of two tennis courts in Hunter Park on land previously used for golf pitch and putt. HPTCA manage the facilities on a day to day basis, including cleaning of the surfaces, with the fixtures belonging to the Parish Council.

HPTCA have also arranged for repairs to the court fencing and more recently in 2018, renewal of court surfaces. For large capital expenditure items this work would have been arranged and paid for by the Parish Council with HPTCA gifting the monies to the Parish Council. However, in the absence of any written agreement between the Parish Council and HPTCA, it was not clear whether this process now complies with HMRC rules in respect of VAT. As a result of the 2018 work the HPTCA were required to pay VAT on the work.

As an alternative to being a member of HPTCA, the courts are available to the general public through a pay and play option. Bookings are made online and can be made up to 1 week in advance. The HPTCA and Parish Council cannot locate any written agreement, such as a licence or lease, that may exist which sets out how these arrangements, which it is accepted have worked satisfactorily for over 30 years, work for both parties.

In July 2013 the Recreation Committee agreed to the investigation of suitable licences or leases, however this work was not taken forward due to a change in the Clerk.

In 2011 the Council asked the HPTCA to make an annual contribution towards the general maintenance of Hunter Park. From April 2012 this amount has been set at £100. More recent



records indicate that VAT has been added to sum and at various points the invoices refer to 'rent' or use of 'tennis courts'.

The HPTCA have indicated their willingness to be a tenant with a full repairing lease.



## Twyford Parish Council

Recreation Committee 15<sup>th</sup> February 2024  
Hunter Park Allotments – Legionella Concerns

### Recommendation:

That Committee approve the removal of the two water butts on the allotment site for reasons as set out in the report.

### Background

At the November meeting of the Recreation Committee, it was resolved that an investigation into the potential risks of legionella associated with water butts at the allotments would be conducted by the Assistant Clerk. There are currently two council owned water butts at the allotments which are fed by a mains water tap.

The provision of water butts poses a potential risk of legionella contamination. Legionnaires' disease can be contracted from stagnant water or water droplets, particularly in warm conditions. Given that water butts store stagnant water, the risk arises when the water becomes airborne, such as using a hose or a watering can. Recent studies indicate that 95% of water butts in the UK might be contaminated with Legionella bacteria, the pathogen responsible for Legionnaires' disease.

Scientists working on behalf of Public Health England operating at the Porton Down facility, conducted investigations by sampling 113 water butts to ascertain the presence of Legionella bacteria. Only 6 water butts were found to be devoid of the bacteria.

### Continued use of water butts

To avoid legionnaire bacteria, it is recommended to keep water cold (below 20°C) or hot (above 60°C). Therefore, all water stored in water butts is a potential risk and appropriate precautions should be taken. Storing water for prolonged periods allows time for bacteria to multiply, and activities that lead to the diseases becoming airborne. The water butts are a potential health risk that needs to be managed. There are two main options available to the council:

- 1) Quarterly draining of water butts and a thorough clean once a year involving the use of a suitable disinfectant. For the annual clean the water butts would need to be removed from the plot so that the disinfectant water can be disposed of in an appropriate drain. This cost is estimated at £150 per year.
- 2) Removal of water butts which removes the risk almost entirely.

Sue Nias  
Assistant Clerk  
7<sup>th</sup> February 2024