



## MINUTES OF THE MEETING OF THE WATLINGTON PAVILION AND SPORTS FIELD COMMITTEE HELD ON MONDAY 25<sup>th</sup> July 2022 AT 7.30PM IN THE SPORTS PAVILION

**Present:**

**Parish Council members:**

Matt Reid, Alex Basden, Steve Bolingbroke,

**Football Club representatives:**

Keith Woolfson, Pippa Tolfts

**Cricket Club representatives**

Neil Boddington, Chris Allen (19:37)

**In Attendance:**

Margaret Noon

**Officer:**

Jo Pugh

28/22 Election of Chair

Steve Bolingbroke nominated Matt Reid and Neil Boddington seconded. There were no other nominations.

**Resolved:** That Matt Reid be elected as Chairman

29/22 Apologies for Absence

There were none

Election of Vice-Chairman

**Resolved:** That Steve Bolingbroke be elected as Vice-Chairman

30/22 To approve the Minutes of the meeting held on Monday 25<sup>th</sup> April 2022 which were received by Council on the 10<sup>th</sup> May 2022

**Resolved:** That the minutes of the meeting held on 25/4/2022 be agreed as a correct record and that they be signed by the Chair

31/22 Matters arising

There were none other than agenda items.

32/22 Declaration of Interests

There were none notified.

33/22 Review of Terms of Reference – attached

**Resolved:** That the Terms of Reference be re-adopted

**Vote:** Unanimous

34/22 Progress on alternative management arrangements and business plan

KW said, in his view the options are to either outsource the management, or recruit volunteers and form a new committee. He said more community involvement is needed; however it would be difficult to get volunteers onboard until it is clear how Pavilion will be managed. There was a lively discussion about the condition of the building and how it would be financed once WPC withdraws its financial support. CA said that they can't take over a building with major fundamental difficulties and he didn't think there was enough backing from WPC. MN said that outsourcing would be the best option; responsibility would be handed over and the committee could then monitor and instruct. SB said that if the clubs are unable to come up with a business plan by the September meeting, WPC will look at alternative options for management of the

Pavilion. He also said that WPC had agreed that once the arrangement was changed, the clubs could apply to WPC for a grant if there was a shortfall, however it would not be given automatically. MN said that WPC will support and help the clubs to reach a decision, however it is time critical. The Sports Club and WCC will meet to formulate a business plan, SB offered his assistance. NB said he will have something to present at the next meeting. PT advised that she has agreed to be Secretary of the Sports Club.

35/22 Progress on establishing the baseline condition of the building

KW had produced a document listing work to be done in the Pavilion and the sports ground. It was suggested to colour code requirements in order of urgency. CA to go through the list and submit changes by 9<sup>th</sup> August. It was agreed that the WPC would use the document as it stands on 8<sup>th</sup> August as the basis for the next step. WPC will then commission a professional building survey and establish the costs to carry out the work, a discussion will follow to agree who would pay for the work.

36/22 Progress on pitch development works

A letter has been written to Beechwood Estate requesting permission to carry out a piece of work on the sports field. To date, no response has been received. SB asked whether WTFC would be willing to write to WPC committing to removing the developments at the end of the lease. KW agreed to do this.

37/22 Progress report on MUGA

WPC allocated £180k CIL funds to MUGA, plus £75k grant from SODC. CA will meet with Andrew this week to discuss governance of the project. Starting on 1<sup>st</sup> September, the project will run for 10 weeks. SB emphasized that the MUGA will be for the use of the whole community.

38/22 Review of finances 2021/22 and 22/23 to date – Information will be circulated.

SB reported the YE position 31/3/22: WPC contributed approx. £11k (excl. staff costs of £2,500). This year WPC's contribution will be approx. £8k (excl. staff costs). Next year the contribution will fall to £5k and the following year to £0. SB detected a few anomalies in the accounts and will ask Kristina to write to the clubs with any payments still to be made for 2021 / 22

39/22 Review of rec master plan draft

On the latest plan (DPA 2<sup>nd</sup> reiteration) the car park has been extended. A separate building for the Youth Club had been ruled out. A permanent storage area has been included (to replace existing containers). A flow track around the skate bowl and water treatment system have been slotted in. KW said he didn't think the car park changes actually helped much and he wouldn't want to lose the grass area and picnic benches. A couple of the paths on the plan were altered to create a better flow. SB to feedback comments to WPC for approval. The WCC container will be turned 180° and a new smaller container will be positioned at 90° to form T shape but this does not impact on the proposed master plan.

40/22 Update on Actions

1. **Extra CCTV Cameras** – This will be installed on 1/8/22 along with remote viewing of footage. It was agreed at last meeting to get two additional cameras installed on the front of the pavilion. All cameras to be linked – CA, KW and two others to have remote access to cameras and ability to reset. A camera will also be required for the MUGA. KW to add to list of work to be done.

2. **Stewardship Agreement** – It was noted that any club which has not signed the stewardship agreement is not allowed to vote at PSFC meetings. WTFC have signed waiting for Sports Club and WCC CA to countersign on behalf of WCC. Sports Club agreement needs to be signed by the Chairman.

3. **Plumbing issues** - It was evident there is still an issue - to be investigated by a professional.

4. **Replacement Football Floodlights** – Update by NB/KW  
KW reported that these would hopefully be installed in September.

5. **Shutter on Kitchen** – CA reported that the fire shutter is being held up by cable ties and that insurance could be null and void. KW to code the issue as a priority on the list of things in the Pavilion that need to be done (see item 8 above).

41/22 Reports from Sports Clubs

1. Football – pre-season friendlies are taking place at the moment; the youth matches start in August. Under 16's are continuing to Under 17's.
2. Cricket – there has been an increase from 50 members to 85 members now signed on. A match between WCC v WTFC has been scheduled.
3. Sports Club – PT reported the club was on a recruitment drive.

42/22 Any Issues for discussion

Email from Martin Gammie re Tree Roots – attached.  
Concerns that the roots of the trees in the parking area are being damaged.

43/22 Any Other Business

There was none.

**The next meeting will be held on Monday 12<sup>th</sup> September at 7.30pm (MN will not be able to attend)**

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.25PM**