



## MINUTES OF THE MEETING OF THE WATLINGTON PAVILION AND SPORTS FIELD HELD COMMITTEE ON MONDAY 30<sup>th</sup> SEPTEMBER 2019 AT 8PM IN THE PAVILION

<b>Parish Council members:</b>	Roger Beattie, Nicky Smallbone, Matt Reid
<b>Football Club representatives:</b>	Keith Woolfson
<b>Cricket Club representatives</b>	Owen Lewis, Neil Boddington
<b>Officer:</b>	Kristina Tynan

26/19 Election of Chairman

Matt Reid nominated Nicky Smallbone, and this was seconded by Roger Beattie. There were no other nominations.

**Resolved:** That Nicky Smallbone be elected as Chairman.

27/19 Election of Vice-Chair

Owen Lewis nominated Neil Boddington, and this was seconded by Matt Reid. There were no other nominations.

**Resolved:** That Neil Boddington be elected as Vice-Chairman.

28/19 Apologies for absence

Alex Basden.

29/19 To approve the Minutes of the meeting held on Monday 29<sup>th</sup> April 2019 which were received by Council on the 7<sup>th</sup> May 2019

**Resolved:** That the minutes of the meetings above be agreed as a correct record and that they be signed by the Chairman

30/19 Matters arising

There were no matters arising.

31/19 Update on Actions

1. **WCC and WTFC Stewardship Agreements 2019/2020** - These have all been signed.

2 **Stewardship agreement for the Sports Club to cover their use of the bar 2019/2020**- The agreement has been signed.

3 **Extra CCTV Cameras**- RB has obtained a quote for an extra camera, with two options. However, OL said that he has been looking into having a separate system, with a live stream etc so people could watch games whilst inside the pavilion.

**OL and KW** will meet up to discuss this option further and will report back to the next meeting.

4. **Kitchen Freezer to be defrosted** – RB has done this.

32/19 Reports from Sports Clubs

1. **Football – Football** – KW reported that it has been a busy start to the season. There are 5 Saturday teams and 3 Sunday teams, so overall 8 junior teams in the league and three men's team also all in the league. The two men's Saturday teams are top of their respective leagues. The Veterans are also doing well.

Parking is a massive problem on Saturdays. He asked that the Operations Committee look at the space that has been cleared as there could be 3 extra parking spaces made once the area is squared up. There is no longer a Ladies Team as there was not enough interest, but more advertising is being done in efforts to restart the group.

KW said that Nicola Challis is no longer part of the WTFC Committee.

2. **Cricket** – OL said there are 100 junior players with a quarter being girls but that they do not have enough in the relevant ages to have a girls' team. The Ladies softball team have been doing well and have attended 6 softball festivals. Thame are the flagship team for softball as they started a year before Watlington, and they also now have a ladies hardball team. It is hard to make the transition from softball to hardball.

WCC had a good season; the second team was promoted last year, and they finished 4<sup>th</sup> in Division 2 this year. The first team came 3<sup>rd</sup> in Division 2.

The nets are now finished and just need anchor points installed. The cricket covers were vandalized twice this summer by children using them as a trampoline. The incidents were reported to the Police (with some names) but there has been no update from them.

KT will speak to our PCSO regarding this.

3. **Sports Club**- NB said that there has been no meeting. However, the Sports Club have had a grant towards a new glasswasher, fridge and a new till and money to upgrade the bar area. MR suggested that the Sports Club looking into changing their current license to an organisation license as this may be more useful to enable other events.

### 33/19 Budget/Financial Issues

#### 1. **Budget for 2019/2020**

	<b>Budget 2019/2020</b>	<b>Actual (Excl VAT) To 20/9/19</b>
<b>Pavilion and Sports Field</b>		
<b>EXPENDITURE</b>		
Pavilion Security + Phone/Wi-Fi	1500	1237
Water for Pavilion	700	155
Electricity for Pavilion	850	999
Gas for Pavilion	800	476
Building Maintenance/supplies	750	391
Sewerage Unit Service/repair		185
Business Rates PSFC	360	311
Licenses	149	352
Pavilion Strimming /gardening		50
Planned Maintenance (earmarked)	500	0
Sinking Fund to earmarked	625	0
Waste Collection Grundon	0	225
	<b>6234</b>	<b>4381.2</b>
<b>INCOME</b>		
<b>RECEIPTS</b>		
Pavilion Hire	2000	1578
WTFC + WCC Energy	1600	0
WTFC, WCC Rent, Bus Rates, TV/PRS	6000	1798
Grass Cutting		0
Youth Club	1200	0
Waste Recharge from SC		230
Other		2070
Total	<b>10800</b>	<b>5676</b>
<i>Income minus expenditure</i>	4566	1295
<b>Bank Balances 31/3/2019</b>	<b>£</b>	
Pavilion General Account	2497.84	

It was noted that as regards licenses, the sports clubs have not yet been billed for their share. Regarding the waste re-charge some of this amount is from bills sent out Dec 18-March 19 (for the previous financial year).

2. **Bar Accounts** – Not yet received. **KT** will email Susie Ingram for these.

3. **Pavilion Bookings** – The Clerk reported that Alzheimer's are no longer booking the hall due to low numbers. Circle dancing is on weekly. Smurf-fit's use of the Pavilion and toilets only for the recreation ground was mentioned and KW and KT will look into this and drafting up a payment plan for toilets only etc. OL asked about the Fire Service use of the Pavilion which we waived the charge and said that all users should at least pay a voluntary contribution. The BowlFest event was also discussed and **KT** will speak to Dixie regarding this and a payment contribution.

It was noted that we could do with more booking and could do with a good promotional poster.

It was asked that there is a breakdown of the booking's revenue club. **KT** will do this.

4. **Update on utility bills** – These are on a spreadsheet and show the monthly contribution amounts agreed for WPC, WCC and WTFC.

OL said that as the agreements were signed in July, he did not think that the clubs should pay for April, May and June. After discussion it was resolved that the bills be invoiced from July 2019.

#### 34/19 Pavilion building issues

1.. **Cleaning Issues** – There was much discussion on this, and it was agreed that we put an advert in the Watlington Time and Henley Standard. It was noted that our posts on Facebook have not had any interest. **NS/KW** to look into this.

a) **Communal Area cleaning after use** – It was noted that the area should be left as found and this is not the case. KW said that no boots should be allowed in the hall and there is a sign up stating this. The issue is that the pavilion being an outside-type location and lots of people with muddy shoes using it generally (whether coming off the field, through the car park etc), and the need for regular cleaning and especially before events/bookings that require a very clean floor. It was agreed that volunteer groups can be expected to give the hall a quick sweep, but beyond that it is difficult to ask too much.

#### 2. **Maintenance issues**

a) **Electrical Issues** – Neil Campbell has ordered some parts -RB said all issue will be addressed.

b) **Football Changing Rooms Painting** – This has been done and they look very smart. As part of the painting there was a damp patch of ceiling in the corridor that WPC has said they would pay for. **KT** to contact Martin Dix for the price of this bit of work.

c) **Gutters** – RB said there are the corner gutters that need doing and he will sort these out.

d) **Small Maintenance Issues** – No other issues raised.

#### e) **Any other issues**

**Heating/Boilers** – There have been a few problems with the heating. Our engineer will be coming out in the next few days. To also find out if there is an alert system that could warn us if the boilers are not working.

#### 35/19 Sports Field issues

a) **Rabbit Issues** –OL said this is a still a bad problem.

b) **Trees by the WCC Container (behind the half pipe)** – OL reported that there is a tree down and some look like they need attention. **KT** will ask Owain Devey to have a look at these.

c) **Trackway Entrance** – KW said this need more regular cutting. This will be looked at as part of the Grass Tendering process by the Operations Committee.

d) **Dog Fouling** – KW said that the problem seems be better with the work of the Dog Group but there are still some people who will not pick up. It was thought that dogs on leads may help but will not eradicate the problem. It was noted that the Operations Committee are looking into having more dog bins etc.

36/19 Health and safety issues

a) **Cricket Sight Screens** – The slats have been removed and these are now put away for the winter.

b) **Loft** – tidying up – see Health and Safety Report – attached.

The report from Rob Smith was noted. OL said he will remove and tidy up the WCC items by the end of October.

37/19 General Issues

1 **Container Insurance** – This is now all in order and is with WCC. **OL** will send KT a copy.

2 **Pavilion Management** – It was noted that it would be useful if we could have a pavilion manager if anyone would be interested.

3 **CCTV Proposal** – The quote was noted.

4 **Grundon Recycling Bins** – The glass one needs to have a sticker put on it which states 'Glass Only'. **KT** will speak to Grundon's.

38/19 Date/ Issues for Next Meeting

Maintenance plan, Business Plan and Pavilion Development Plan – **NS** will investigate these.

**THE NEXT MEETING WILL BE HELD ON THE 28<sup>TH</sup> OCTOBER 2019.**

39/19 Any Other Business

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.45PM**