



MINUTES OF THE MEETING OF THE WATLINGTON PAVILION AND SPORTS FIELD COMMITTEE HELD ON MONDAY 29th APRIL 2019 AT 8PM IN THE PAVILION

PRESENT:

Parish Council members:	Nicky Smallbone, Matt Reid
Football Club representatives:	Keith Woolfson, Darren Maude
Cricket Club representatives	Owen Lewis

14/19 Apologies for absence
Roger Beattie, Neil Boddington, Graeme Logan

15/19 To approve the Minutes of the meeting held on Monday 29th October 2018
Resolved: That the minutes of the meetings above be agreed as a correct record and that they be signed by the Chairman

16/19 Matters arising
There were no matters arising other than agenda items.

17/19 Update on Actions

1. WCC and WTFC Stewardship Agreement 2019/2020

NS had revised the agreement after discussion with KW and OL. The sinking fund point has been removed and the utility split has been changed as regards the clubs 50%. It was agreed that the clubs must get back to WPC with feedback by Friday for final agreement to the percentage split.

Rachel Gill is keeping monthly reading for the utility bills and these will be sent to Members. There was discussion on the Sports Club paying towards the utility bills and this was in the original business plan. Discussion took place on timers etc and the Clerk will check on this. It was noted that we need to save costs on energy where possible.

OL said that the WCC had asked what their rent was for. MR said that he believed this was for use of the building, changing rooms, and use of the main room. It was noted that the clubs do have priority use.

2. Stewardship agreement for the Sports Club to cover their use of the bar

Clause 9 was changed after discussion with the Sports Club. KT to send the version to GL to check they are happy to sign this.

3. Extra CCTV Cameras

OL reported that Neil Boddington is filling a grant application for funding for these.

4. Kitchen Freezer to be defrosted

This has still not been defrosted.

18/19 Reports from Sports Clubs

1. Football

KW reported that it was a successful season with all the 3 men's teams doing very well. The First Team came top of Division 2 and got to a county cup final, the Reserves finished with their highest-ever points tally, while in Veterans football, the Old Boys team also got to a first cup final. In the youth section, the club will be

adding another new under-7's team this year. For the first time the club has seen a player who has come through from the youth set-up join a men's team. There will be more to follow in future years, and this is part of the progression the club was planning for. This should also now be happening with Cricket next year.

2. Cricket

OL said that the Junior sessions will start this Friday and there are about 100 children taking part with about a third being girls. Watlington has the only girl team in Oxfordshire at present and need more so they can play against another girls' team. Two girls and one boy are in the County Set Up. The junior teams are the All Stars which are the 5-8-year old's, Under 9's, Under 11's and Under 13's which is a big group.

The 2nd Team got promoted last year and the 1st Team got to the Semi-Finals. The women's team is going from strength to strength.

WCC are not entering an Aunt Sally Team this year. There will only be social Aunt Sally taking place.

There is a company who are doing a voluntary day to put up the nets.

There will be an AGM taking place shortly.

3. Sports Club

There will be a new drinks fridge, glass washer and till with card reader purchased shortly following a grant request. MR said that the Sports Club as a CASC registered entity had the capacity to raise funds that attract gift aid but as far as he is aware this function has never been used.

NS asked if the Clubs will be submitting reports for the Annual Parish Meeting on the 24th May. WTFC and WCC will submit their reports.

19/19 Budget/Financial Issues

1. **Budget for 2018/2019** – This is shown below:

PAVILION AND SPORTS FIELD COMMITTEE

2018/2019 Budget YEAR END Provisional

Pavilion and Sports Field	Budget	Actual	Variance	%
	2018/2019	Excl VAT to 31/3/19		
EXPENDITURE				
Pavilion Security + Phone/Wi-Fi	1500	1254	-246	-16%
Water for Pavilion	700	355	-345	-49%
Electricity for Pavilion	850	1839	989	116%
Gas for Pavilion	800	2064	1264	158%
Building Maintenance/supplies	750	1837	1087	145%
Sewerage Unit Service/repair		559	559	
Business Rates PSFC	360	355	-5	-1%
PFS Licence	149	191	42	28%
Premises/Bar License (SC)	0	180	180	
TV License	50	151	101	201%
Pavilion Strimming /gardening		205	205	
Planned Maintenance (earmarked)	500	0	-500	-100%
Sinking Fund to earmarked	625	0	-625	-100%
Waste Collection Grundon	0	501	501	
	6284	9491	3207	51%
INCOME				
RECEIPTS				
Pavilion Hire	2000	3387	1387	69%
WTFC + WCC Energy	1600	0	-1600	-100%
WTFC, WCC Rent, Bus Rates, TV/PRS	6000	5181	-819	-14%

Youth Club	1200	836	-364	-30%
Waste Recharge from SC		289	289	
BT Refund		364	364	
Other		313	313	
Total	10800	10369	-1108	
<i>Income minus expenditure</i>	4516	878		

Bank Balances 31/3/2019	£
Pavilion General Account	1507.01

WPC	Budget	Year End
EXPENDITURE	<u>2018/2019</u>	<u>2018/2019</u>
Pavilion Insurance (wpc)	1000	1000
Sports Field Rent (wpc)	5000	5000
Repairs to Outside of Pavilion (WPC)	1000	850
Cleaning	1000	1000
	8000	7850

It was noted that the boiler repair bills were very high (£249.50 John Taylor and £807.70 Anders Heating). We are no longer going to use Anders Heating. Electricity and Gas bills are high due to no contribution from WTFC and WCC. Pavilion Hire has been better than expected. It was stated that we must try to economise with the gas and electricity.

2. Bar Accounts - The Sports Club will submit bar accounts to WPC due course.

3. Pavilion Bookings – We have a new regular weekly group, circle dancing, and we are looking to fill in more of the daytime slots. We have had a few one-off afternoon bookings. One problem is that a lot of people would like to book at weekends for children’s parties, but these slots are taken up with the sports clubs use.

20/19 Pavilion building issues

1. **Cleaning Issues** -The WTFC have had no luck in finding a cleaner even with numerous adverts.
2. **Maintenance issues** –
 - a. thermostat covers – These are now in place.
 - b. sensor light by Pavilion – this has never seemed to have worked properly – KT will speak to the electrician.
 - c. painting of changing rooms – the Football Club will do this.
 - d. loft – these needs tidying up and sorting out. The sports clubs to do this.
3. **Gutters** – RB has said he will do these with Bob Thomas now that the weather is better.
4. **Small Maintenance Issues**
 - a. **window cleaning** – these need cleaning. KW has a contact and will pass on to KT.
 - b. **door and window handles need looking at** – KT will ask Roger Beattie and Bob Thomas to look at.
 - c. **Front door is sticking due to a tile and the lock may need to be replaced.** KT will ask Bob Thomas to look at this.
 - d. **to look into planting prickly plants on the wall on the left of the pavilion** (the wall against the changing rooms) – KT will speak to our Gardener.

7.5 **Any other issues**

It was noted that the table tennis in the recreation ground seems to have one raised corner. KT will ask Roger Beattie to look at to see if this is vandalism or a warranty issue.

21/19 Sports Field issues

a. **rabbit problem** – WCC and WTFC said this is a real problem and could do with rabbit fencing being installed. It was noted this would be expensive. WCC and WTFC to investigate this. They will also speak with other clubs to see how they have addressed this issue. Another option would be use gas.

22/19 Health and safety issues

a. **tall cricket sight screens falling down** – OL said that as soon as the groundwork has been done, they will be secured in place so this should not be a problem in the future. It was noted that the 2 big long cricket nets blew right across the field on Saturday morning during the children’s football sessions. Luckily no one got injured.

23/19 General Issues

1. **Container Insurance** – WPC have gifted the container to WCC, and they have insurance in place for the container and the contents.

2. **Pavilion Management** – It was noted it would be a good idea to have someone who could do this.

24/19 Date/ Issues for Next Meeting

Maintenance plan, Business Plan and Pavilion Development Plan

Not discussed. NS will go through the documents as it is thought the Business Plan needs updating.

25/19 Any Other Business

MUGA – OL said he had concerns about this. It was noted that SODC have not yet determined the planning application.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10PM