# Pangbourne Parish Council logo

PANGBOURNE PARISH COUNCIL

GROUNDS COMMITTEE MINUTES

At a meeting of the Grounds Committee held at Pangbourne Village Hall on Tuesday 17 October at 7.30pm.

Present: N. Goodwin, J. Higgs, I. Walker, J. Power

B. Elkin (Clerk),

Apologies were noted from: C. Roberts, G. Child, L. Antonio (Asst Clerk)

MOP: None

# Section 1 – Procedural

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|  |  | **ACTION** |
| **GR/312** | APOLOGIES FOR ABSENCE |  |
|  | C. Roberts, G. Child, L. Antonio (Asst Clerk) |  |
| **GR/313** | DECLARATIONS OF INTEREST |  |
|  | JH is a member of the Bowls Club  J. Power (allotments) |  |
| **GR/314** | **MINUTES OF THE LAST MEETING** |  |
|  | The minutes of the last meeting held on 20 Sep 2023 were approved and signed by the Chairman as an accurate record. |  |
| **GR/315** | **OUTSTANDING ACTIONS, MATTERS COMPLETED AND MATTERS ARISING ON THE MINUTES** |  |
|  | * **Cemetery Car park** – ongoing | **Clerk** |
|  | * **Clearance work behind changing rooms** – quote received see agenda item below. | **Clerk** |
|  | * **Meetings with sports teams** – meeting with Tennis Club to discuss terms. Clerk to source templates and identify all relevant financial responsibilities relating to the pavilion prior to the meeting. | **Clerk** |
|  | * **Allotments, Fence Damage** – Meeting with Sulham Estates to discuss fence. PAA could possibly support with volunteers/finances to repair – ongoing | **Clerk** |
|  | * **Rabbits, Rec Ground** – no further action at this stage – inform adult football club. | **Asst Clerk** |

# Section 2 - Decision Making

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|  |  | **ACTION** |
| **GR/316** | **TO REVIEW THE PROPOSED DRAFT BUDGET FOR GROUNDS FOR 2024/25 AND AGREE A RECOMMENDATION TO TAKE TO FULL COUNCIL** |  |
|  | * The Clerk presented the first draft version of the budget for 2024-25 for the Grounds Committee. * Budget headers are broadly in line with previous years and allow for continued high utility costs into the coming year. * Discussion took place regarding what rate of inflation to use for the year and it was agreed that an estimate based on the current rate of inflation at 6.8% appeared a reasonable assumption.   It was therefore **RESOLVED** to recommend to full council a first draft budget of £35,366.15 for 2024/25. |  |
| **GR/317** | **TO DISCUSS AND AGREE GROUNDS CAPITAL PROJECTS FOR 2024/25 TO ADD TO THE CIL/EMR BUDGET** |  |
|  | * Again with budgets tight for the coming year, there will not be any new major projects not already begun/in work and the focus for the year will be scoping and developing projects ready for future years/funding opportunities. * With planning approval already received and scoping work already undertaken for the path to the pavilion, this must be the only/next major project after the playground re-surface has been completed. Creative funding opportunities need to be sought to deliver the project either in the coming or following year when finances allow. * In the meantime, a full investigation of storage opportunities at the recreation ground should take place over the coming months via a pre-app and building advice. * Asset repair and maintenance works to the pavilion and toilet block etc will also be a focus. * A QR code/signage should be created for the playground works to help generate funds for the resurfacing. * Rec Vision consultation dates to be arranged. |  |
| **GR/318** | **TO REVIEW QUOTE FOR ADDITIONAL BINS AT REAR OF RECREATION GROUND CHANGING ROOMS AND APPROVE CONTRACT FOR EMPTYING** |  |
|  | The quotation has now been received for the weekly waste emptying contract for the proposed bins behind the football changing block. At once a week all year around the cost would be £2,995 and with twice weekly in the summer months, £3,744.  It was RESOLVED to approve weekly emptying of the bins all year around in the first instance.  Officers to make the arrangements for installation of the bins and approve the contract. | Clerk, Asst Clerk |
| **GR/319** | **TO DISCUSS REQUEST FOR REMOVAL OF TREE AT CHILTERN WALK OPEN SPACE** |  |
|  | Anti-social behaviour has been reported at Chiltern Walk in relation to climbing of a whitebeam tree.  It was agreed to visit the site with a tree contractor to look at potential deterrents/crown lifting to assess the issue and make a recommendation. TVP have suggested that the tree be removed to resolve the problem, however councillors wish to explore other options before taking such drastic action.  Further a resident has asked the council to investigate issues with surfacing in the rear of their property to assess whether this has been caused by root damage. It was agreed to request a professional opinion on this in the first instance.  Clerk to arrange. | Clerk |

# Section 3 - Updates from working groups, councillors and committee members

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|  |  | **ACTION** |
| **GR/320** | TO RECEIVE AN UPDATE FROM COUNCILLORS ON ANY WORKING GROUPS OR OUTSTANDING ACTIONS  None |  |
| **GR/321** | ITEMS FOR INFORMATION ONLY OR RAISED BY COUNCILLORS FOR THE AGENDA OF THE NEXT MEETING |  |
|  | JH stated that the electricity used by the new tennis court lighting MUST be charged back to the tennis club whether or not a lease was in place. There was unanimous agreement on this point.  JH also stated that the potential tree works requested by the tennis and bowls clubs should be looked at fairly across both groups and that each group should also take responsibility for a level of day to day maintenance of trees/shrubs going forwards.  It was reported that a meeting has been arranged with tree contractors to look at both the bowls club (higher level tree works) and tennis club (stump clearance) and also to clear an area of sapling and self sown trees to create the area for the proposed new youth football storage container. Clearance of this area would also allow for the gang mower to maintain this area once the trees and stumps are cleared.  Works have been booked in to repair the rotten section of the kissing gate to the meadows |  |

# Section 4 - Closure

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| **GR/322** | **CLOSURE**  There being no further business the meeting closed at 8.20pm.  Next meeting to be held on Wednesday 22 November 2023. |  |

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