# Pangbourne Parish Council logo

PANGBOURNE PARISH COUNCIL

GROUNDS COMMITTEE MINUTES

At a meeting of the Grounds Committee held at Pangbourne Village Hall on Wednesday 22 November at 7.30pm.

Present: J. Higgs, N. Goodwin, I. Walker, G. Child, M. Rimmer, C. Brewer, J. Power

 R. Elkin (Clerk), L. Antonio (Asst Clerk)

Apologies were noted from: C. Roberts,

MOP: None

# Section 1 – Procedural

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|  |  | **ACTION** |
| **GR/323** | APOLOGIES FOR ABSENCE |  |
|  | C. Roberts |  |
| **GR/324** | DECLARATIONS OF INTEREST |  |
|  | JH is a member of the Bowls Club, J. Power – Allotments Association |  |
| **GR/325** | **MINUTES OF THE LAST MEETING** |  |
|  | The minutes of the last meeting held on 17 October 2023 were approved and signed by the Chairman as an accurate record. |  |
| **GR/326** | **OUTSTANDING ACTIONS, MATTERS COMPLETED AND MATTERS ARISING ON THE MINUTES** |  |
|  | * **Clearance work behind changing rooms** – quote for bin locking stations and installation costs received. Football club has been consulted and it was agreed that they should be given key to the locks so that the manhole covers along the back of the building can be accessed at all times.
 | **Asst Clerk** |
|  | * **Meetings with sports teams** – to be progressed.
 | **Clerk** |
|  | * **Allotments fence damage** – Waiting to hear fromSulham Estate re meeting to discuss stock fence. Clerk to follow up.
 | **Clerk** |
|  | * **Recreation ground kissing gate** – repairs have been completed.
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|  | * **Tree at Chiltern Walk** – following inspection and recommendation from tree contractor,the tree will be crown lifted in an attempt to deter climbing. Clerk to share this decision with resident and local police team.
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|  | * **Damage to surfacing on neighbouring property at Chiltern Walk** – inspection by tree contractor concluded thatthe damage was not caused by roots.
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|  | * **Tree works next to tennis court and bowls club** – Clerk and NG met with Kings Trees and agreed course of action for removing tree stumps and several trees next to tennis court. Kings have provided quote for the work, which was reviewed and agreed.
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# Section 2 - Decision Making

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|  |  | **ACTION** |
| **GR/327** | **TO AGREE FINAL 2024/25 GROUNDS BUDGET (FOLLOWING DISCUSSION AT FULL COUNCIL) TO ENABLE SIGN OFF AT DECEMBER COUNCIL MEETING** |  |
|  | Following the discussion at the November council meeting the committee did not have any changes to make to the proposed budget.**RESOLVED** to recommend to council a budget of £35,044.06 for 2024/25. |  |
| **GR/328** | **TO DISCUSS PARISH COUNCIL REPRESENTATION ON PANGBOURNE ALLOTMENT ASSOCIATION COMMITTEE AND AGREE SOLUTION** |  |
|  | J. Power reminded the committee that the PAA constitution states that a member of the parish council should sit on the allotment association committee. The committee agreed that it was more appropriate for a member of the PAA to attend grounds committee meetings. The new allotment representative has agreed to attend committee meetings when necessary. It was suggested that any allotment business could be placed at the beginning of the agenda. |  |
| **GR/329** | **TO CONSIDER OPTIONS FOR LYCHGATE SIGN AND AGREE EXPENDITURE** |  |
|  | Committee reviewed the quotes for signage at the lychgate.Agreed to postpone the expenditure until the end of the financial year to ensure that funds were available. Wording for ‘No Ball Games’ sign agreed. | **Asst Clerk** |
| **GR/330** | **TO RECEIVE UPDATE ON PLAYGROUND RE-SURFACING PROJECT** |  |
|  | Asst clerk provided an update on the work, which started last week. The old surface has been removed and the sub-base has been completed. The wetpour team are due on site at the end of the week or next week and this stage of the project will take approximately a week depending on the weather.Award of Contract still needs to be posted on government’s Contract Finder website.Clerk suggested that as the invoice for the work will be a significantly larger sum then is normal for the council we will need to manage the payment in order to avoid the payment being blocked by our bank. Asst clerk to contact finance department and clerk to speak to our bank. | **Asst Clerk****Clerk** |

# Section 3 - Updates from Working Groups, Councillors and Committee Members

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|  |  | **ACTION** |
| **GR/331** | TO RECEIVE AN UPDATE FROM COUNCILLORS ON ANY WORKING GROUPS OR OUTSTANDING ACTIONS |  |
|  | None. |  |
| **GR/332** | ITEMS FOR INFORMATION ONLY OR RAISED BY COUNCILLORS FOR THE AGENDA OF THE NEXT MEETING |  |
|  | **Pavilion electricity** – JH queried whether the electricity used by the new tennis court lighting is being charged back to the tennis club. Clerk confirmed that this was taking place but would review the recent readings.**Tree works next to tennis court and bowls club** – Clerk and NG met with tree contractor and agreed course of action for removing tree stumps and number of trees next to the tennis court. NG and clerk authorised the expenditure of £850.00 for this work to be completed to allow it to be scheduled. Chippings from the work can be used for the path leading to the playground that will be muddy following the re-surfacing. | **Clerk** |

# Section 4 - Closure

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| **GR/333** | **CLOSURE**There being no further business the meeting closed at 8.20pm.Next meeting to be held on Wednesday 21 Feb 2024. |  |

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