# Pangbourne Parish Council logo

PANGBOURNE PARISH COUNCIL

GROUNDS COMMITTEE MINUTES

At a meeting of the Grounds Committee held at Pangbourne Village Hall on Tuesday 16 April 2024 at 6.30pm.

Present: N. Goodwin, I. Walker, J. Higgs, M. Rimmer, C. Brewer (joined at 7.00)

B. Elkin (Clerk), L. Antonio (Assistant Clerk)

Apologies were noted from: G. Child

Not present: C. Roberts, C. Ellis

MoP: A. Heighway (Allotment Association) - part

# Section 1 – Procedural

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|  |  | **Action** |
| **GR/347** | APOLOGIES FOR ABSENCE |  |
|  | G. Child |  |
| **GR/348** | DECLARATIONS OF INTEREST |  |
|  | JH is a member of the Bowls Club. |  |
| **GR/349** | **MINUTES OF THE LAST MEETING** |  |
|  | The minutes of the last meeting held on 21 February 2024 were approved and signed by the chairman as an accurate record. |  |
| **GR/350** | **OUTSTANDING ACTIONS, MATTERS COMPLETED AND MATTERS ARISING ON THE MINUTES** |  |
|  | * **Fence at allotments** – on agenda |  |
|  | * **Youth Football storage container** – on agenda |  |
|  | * **Lychgate sign** – ordered |  |

# Section 2 - Decision Making

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|  |  | **Action** |
| **GR/351** | **TO REVIEW ALLOTMENT TREE SURVEY, APPROVE EXPENDITURE ON EMERGENCY TREE WORKS AND AGREE NEXT STEPS FOR FENCE REPAIRS** |  |
|  | The committee reviewed the recent survey of trees at the allotments and the quote for remedial work.  The total quoted for all the works is £12,891.50+VAT, which exceeds the budget of £10,000 for this year for ALL tree works in the parish. It was therefore decided, before discussing further, to: |  |
|  | * Seek alternative quotes for some or all of the jobs | **Asst Clerk** |
|  | * Investigate whether any of the more straightforward jobs relating to the smaller trees can be carried out by councillors or Allotment Association. AH and IW to review survey and meet on site to assess. | **AH, IW** |
|  | With regard to the allotment fence, AH reported that approximately 8 fence sections and 6 fence posts are likely to require replacement in order to make it an effective wildlife deterrent again but that efforts could be made to repair the remaining damaged sections. Assistant Clerk to explore costs further once tree work complete. | **Asst Clerk** |
|  | AH also noted that a regular maintenance schedule should be introduced. |  |
|  | **RESOLVED to defer decision on expenditure until cost savings can be explored** |  |
| **GR/352** | **TO RECEIVE UPDATE ON YOUTH FOOTBALL SHIPPING CONTAINER PROJECT, APPROVE LICENCE AGREEMENT AND AGREE NEXT STEPS** |  |
|  | Assistant Clerk reported that following councillors’ concerns about the wording of the licence, advice was sought from Hampshire Legal Services. The document has been revised to include their amendments. |  |
|  | The committee suggested that the clause relating to driving across the recreation ground grass be amended or removed but otherwise approved the licence for use in relation to the shipping container. Assistant clerk to share with Youth Football. It was noted that a standard and more detailed Licence to Occupy will be required for the pavilion. Assistant clerk to obtain quote for obtaining a template from Hampshire Legal Services. | **Asst Clerk** |
|  | There was also a discussion about what measures might be required to prevent anti-social behaviour and vandalism around the container. It was agreed that anti-climb paint should not be used but that an anti-graffitti coating would be advisable. The cost has been included in the budget and should ideally be paid for by PYF as their match funding towards the project to avoid VAT complications that would arise if they simply made a donation to PPC.  RESOLVED to approve format and terms of Licence to Occupy, for use in relation to storage container at recreation ground |  |

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

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|  |  | **Action** |
| **GR/353** | TO RECEIVE AN UPDATE FROM COUNCILLORS ON ANY WORKING GROUPS OR OUTSTANDING ACTIONS |  |
|  | Defects survey of sports pavilion was noted and briefly discussed. NG to contact surveyor to discuss further. | **NG** |
| **GR/354** | ITEMS FOR INFORMATION ONLY OR RAISED BY COUNCILLORS FOR THE AGENDA OF THE NEXT MEETING |  |
|  | Playground repairs. |  |

# Section 4 - Closure

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|  |  | **Action** |
| **GR/355** | **CLOSURE**  There being no further business the meeting closed at 7.25pm.  Next meeting to be held on Wednesday 22 May 2024. |  |

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