# Pangbourne Parish Council logo

PANGBOURNE PARISH COUNCIL

GROUNDS COMMITTEE MINUTES

At a meeting of the Grounds Committee held at Pangbourne Village Hall on Wednesday 16 Oct 2024 at 7.30pm.

Present: N. Goodwin, I. Walker, J. Higgs, M. Rimmer

L. Antonio (Asst Clerk), B. Elkin (Clerk), F. House (Booking Clerk)

Apologies were noted from: G. Child

Not present: C. Roberts, C. Ellis, M. Rimmer, C. Brewer

MoP: None

# Section 1 – Procedural

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|  |  | **Action** |
| **GR/367** | APOLOGIES FOR ABSENCE  G. Child |  |
| **GR/368** | DECLARATIONS OF INTEREST  JH is a member of the Bowls Club. |  |
| **GR/369** | **MINUTES OF THE LAST MEETING**  The minutes of the last meeting held on 22 May 2024 were approved and signed by the Chairman as an accurate record. |  |
| **GR/370** | **OUTSTANDING ACTIONS, MATTERS COMPLETED AND MATTERS ARISING ON THE MINUTES**  None. |  |

# Section 2 - Decision Making

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|  |  | **Action** |
| **GR/371** | **TO REVIEW THE PROPOSED DRAFT BUDGET FOR GROUNDS FOR 2025/26 AND AGREE A RECOMMENDATION TO TAKE TO FULL COUNCIL**  The Committee discussed the proposed budget.  There were concerns about whether the proposed allowance for inflation was sufficient particularly given the unpredictable increases in contractor charges.  The Clerk recommended that the budget this year include ring-fenced sums outside of the normal operating expenditure for larger items of capital expenditure: tree survey, refurbishment of the sports pavilion and playground repairs.  **RESOLVED** to recommend to Council a grounds budget of £34,835 for 2025/26. |  |
| **GR/372** | **TO DISCUSS AND AGREE GROUNDS CAPITAL PROJECTS FOR 2025/26 TO ADD TO THE CIL/EMR BUDGET**  Committee agreed that the path project and repairs to the Pavilion will use any remaining CIL reserves. Other fundraising avenues should be explored for the Pavilion once costs are known. |  |
| **GR/373** | **TO RECEIVE UPDATE ON PAVILION REFURBISHMENT AND AGREE NEXT STEPS**  NG provided an update on the asbestos survey and damp survey. Due to old fixed floor tiles under the carpet tiles, the damp specialist was unable to fully inspect the concrete slab. A builder has been engaged to expose a small corner of the slab and small section of the wall in order to allow for full inspection, and a new appointment to be arranged with damp specialist. Based on the final recommendations from the surveys, it was agreed that a specification for repairs will be finalised and quotes for the work obtained. | **Asst Clerk** |
| **GR/374** | **TO APPROVE EXPENDITURE ON REPLACEMENT BASKET SWING AT RECREATION GROUND PLAY AREA**  The Committee reviewed the various options for replacement team swings. It was agreed that as the swing is one of the most popular and more accessible items of play equipment the costs of a replacement are warranted. It was agreed that a like-for-like replacement would be the best option given how robust the previous design has been overall.  RESOLVED to approve expenditure of £2530+VAT towards the cost of a replacement Playdale team swing seat. |  |
| **GR/375** | **TO CONSIDER COSTS OF ADDITIONAL CCTV CAMERAS AT RECREATION GROUND AND AGREE NEXT STEPS**  The Committee reviewed the proposals to adjust and add to the CCTV coverage at the Recreation Ground and Meadows in light of repeated acts of vandalism at the toilets and at the Recreation Ground. Councillors queried the robustness of the proposed camera but noted the relatively low cost (in part due to the CCTV software already being in place) and agreed that in light of the importance of providing information to the police an additional camera that could offer closer footage would be an appropriate addition. |  |
|  | Asst Clerk to look into the cost of adding an additional camera to the existing Recreation Ground mast to cover the ‘blind-spot’ in coverage between the playground and the pavilion.  **RESOLVED** to approve expenditure of £206.50 (no VAT) on supply and installation of new camera and adjusting of existing cameras. | **Asst Clerk** |
| **GR/376** | TO APPROVE EXPENDITURE ON REPLACEMENT MOORING SIGNS  Asst Clerk explained that some of the signage from the ‘No Mooring’ section of the river is missing which may have contributed to a recent increase in dangerous mooring close to the bridge. Additional signage at the ‘24 Hour’ mooring section may also be needed to deter unauthorised long-term mooring. |  |
|  | The Committee discussed the efficacy of signage and it was agreed that some further investigation is needed into options for charging a mooring fee and engaging an enforcement company. Asst Clerk to carry out further enquiries. It was agreed that signage on the non-mooring section should be strengthened and Asst Clerk to look into possibility of painting a notice on the concrete landing stage. Design and wording to be agreed by Clerk and NG.  RESOLVED to defer to Clerk and Head of Grounds Committee approval of design and expenditure for replacement ‘No Mooring’ sign and possible signage on landing stage. | **Asst Clerk** |
| **GR/377** | **TO CONSIDER OPTIONS FOR ANTI-CLIMB MEASURES ON RECREATION GROUND TOILET WALLS AND AGREE NEXT STEPS**  The Committee discussed various options for deterring climbing on the walls and roof of the toilet block. It was agreed that in light of the relatively low cost it would be worth installing the proposed rubber spikes in the first instance.  **RESOLVED** to approve expenditure of £78.33+VAT for the supply and fitting of anti-climb rubber spikes on toilet walls. |  |

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

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|  |  | **Action** |
| **GR/378** | **TO RECEIVE AN UPDATE FROM COUNCILLORS AND CLERK ON ANY OUTSTANDING ACTIONS** |  |
|  | Updates from Asst Clerk:   * WBC CIL funding of £41,700 has been secured for the installation of a path at the recreation ground. The project will not be progressed until proposals from the Mend the Gap funded landscape consultants are received and considered later this month. * The water stopcock at the entrance to the recreation ground car park is still leaking and Thames Water is still investigating the source. Asst Clerk is following up with Thames Water’s contractors. | **Asst Clerk** |
|  | Updates from Councillors:   * MR reported that the car that had been abandoned on Thames Avenue has now been removed. |  |
| **GR/379** | ITEMS FOR INFORMATION ONLY OR RAISED BY COUNCILLORS FOR THE AGENDA OF THE NEXT MEETING  None. |  |

# Section 4 - Closure

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|  |  | **Action** |
| **GR/380** | **CLOSURE**  There being no further business the meeting closed at 8.45pm.  Next meeting to be held on Wednesday 20 November 2024. |  |

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