



PANGBOURNE PARISH COUNCIL GROUNDS COMMITTEE MINUTES

At a meeting of the Grounds Committee held at Pangbourne Village Hall on Wednesday 21 May 2025 at 7.30pm.

Present: J. Higgs, C. Ellis, N. Goodwin, C. Brewer, M. Rimmer
S. Lomer (Asst Clerk) R. Elkin (Clerk)

Apologies were noted from: G. Child, I. Walker

Not present: C. Roberts

MoP: None

Section 1 – Procedural

Action

GR/391 TO APPOINT CHAIRMAN AND VICE CHAIRMAN

N. Goodwin proposed, seconded and elected as Chairman. J. Higgs proposed, seconded and elected as Vice Chairman.

GR/392 APOLOGIES FOR ABSENCE

G. Child, I. Walker

GR/393 DECLARATIONS OF INTEREST

J. Higgs is a member of the Bowls Club.

GR/394 MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 11 December 2024 were approved and signed by the Chairman as an accurate record.

GR/395 OUTSTANDING ACTIONS, MATTERS COMPLETED AND MATTERS ARISING ON THE MINUTES

Mooring signage – not yet actioned. Will be part of a larger signage review.

Recreation Ground car park – no update and will be part of the larger consultation.

Section 2 – Decision Making

Action

GR/396 TO RECEIVE AN UPDATE ON PAVILION WORKS AND AGREE ANY ACTIONS NECESSARY

- Now that the initial condition survey and building reports have been received, the committee has been able to go out for quotations to address the essential works listed in the condition survey.
- NG reported that two quotations had now been received from Woolfords and Southern Remedial for the works to repair, protect and damp proof the concrete slab sub base which forms the base of the building. Both quotations were for a significant amount (approx. £20k). Further consideration will need to be given to the works which are required, as this is a significant sum, with further works required to make good the fabric of the building afterwards. The location of the building on level 3 flood plain is also a consideration. Additionally, there are separate works required to repair the external cladding of the building (approx. £20k) and to improve the windows and roof. Currently there is a very limited budget for all of the works required to the building.

- Additionally, the Tennis Club have supplied some images of their vision for the building (other local club houses), however much more detail is required from the clubs to progress, and any “upgrades” to the pavilion will need to be secured by fundraising from their members or grants.
- The Clubs are keen to begin discussions on the works required and draft a schedule.
- Discussion took place as to what the next steps should look like and it was agreed that the charity aspects of the land/building and a resolution on the leases MUST come before any agreement to begin works.
- NG requested that the Clerk share her recently received legal communications on the charitable land aspects with the Council. The Clerk also stated that she is seeking further specific advice and will ask full council to approve expenditure for this. Specialist VAT advice is also required. The Clerk noted that the audit regulations require this to be resolved as soon as possible.
- The Draft Licences and Leases will be shared and revisited before progression with the clubs.
- Agreement needs to be in place for both this round of works and full future maintenance.
- Future income for and from the recreation ground needs to be at the heart of all planning to make this self-sustaining.

GR/397 TO RECEIVE AN UPDATE ON PLAYGROUND WORKS TO INCLUDE:

ROSPA Annual Audit – R. Elkin shared that the ROSPA audit was predominantly in the green zone and actions noted are similar to the monthly ARD inspection.

- Cone net repairs with an agreed cost of £3,405 + VAT **tba**
ARD instructed to replace the net, which has a 6 week lead time.
- Toddler ship repairs **tba**
Quote received from ARD for £145.00 + VAT to re-secure loose slat to edge of seat section and loose mast post in ground socket and tighten wheel.
- Zipwire surfacing **on hold**
Quote received from ARD for £13,055.00 + VAT to remove existing grass mat tiles, create a 100mm thick x 72m² compacted stone sub base and lay 72m² x 50mm thick for a 1.7m CFH.
While a long term solution is preferred, the risk of flood damage and costs require more thought.
- Monkey bars will require repair in near future.
- Fences **Asst Clerk**
Both the playground and car park fence have rotten posts with slats missing.
 - Playground fence – Quote received from ARD for part of playground fence on east side at £485.00 + VAT. Second quote being obtained which will require a kit to be purchased to replace the wet pour surface.
 - Car park fence – All agreed to research short term repair, possibly lowering the fence height in areas that it is being made loose. **Asst Clerk**

GR/398 TO NOTE THE CHANGE OF ENERGY SUPPLIER FOR THE PAVILION

The move has been completed and all supplies are now from TotalEnergies.

GR/399 TO CONSIDER THE PROPOSAL FOR CAR PARK LIGHTING AND AGREE ANY EXPENDITURE

The initial request to have lights installed with the path installation wasn't approved and the Tennis Club is keen for the path to still be lit after dark. There is a concern relating to light pollution and an increase in after dark usage. Advice from the planning office was unclear. Current ideas include a light at each end, installed on the Pavillion and CCTV mast. This has not been approved at this stage and should await public consultation.

GR/400 TO DISCUSS AND AGREE NEXT STEPS FOR THE ALLOTMENT TREES/HEDGE

Quote receive from Kings for £890 + VAT which the Allotment Association has agreed to fund. Approval will be required from Sulham Estates and we should look to proceed after the summer.

GR/401 TO RECEIVE AN UPDATE ON MTG AND THE VISION PROJECT

It was agreed that this should be passed to the main Council as it is not solely a grounds responsibility.

The Fete should be utilised to obtain residents' input. Both J. Higgs and N. Goodwin will be attending. Comments should be invited in numerous formats, such as QR codes, email, online surveys, plus post-its. Becky to liaise with C. Brewer to generate questions for survey.

**Clerk/C.
Brewer**

N. Goodwin suggested we do a Thames Avenue consultation first. Clerk to action.

Section 3 – Updates from working groups, councillors and committee members

GR/402 **TO RECEIVE AN UPDATE FROM COUNCILLORS AND CLERK ON ANY OUTSTANDING ACTIONS**

Action

None

GR/403 **ITEMS FOR INFORMATION ONLY OR RAISED BY COUNCILLORS FOR THE AGENDA OF THE NEXT MEETING**

Fly tipping is still an issue. Residential waste in black sacks and boat parts have been left recently behind the football building and in bin store by Adventure Dolphin. Asst Clerk to check CCTV coverage, possibly speaking to Adventure Dolphin and reviewing signage.

**Asst
Clerk**

Signage might be reviewed as project and needs to include 'no mooring' signs on access ramp at meadow.

**Asst
Clerk**

Tree survey – West Berks had offered to support the Parish Council with this, but it hasn't progressed. Clerk to obtain update. It was suggested that if managed in-house, splitting the areas and covering them over a number of years would help with finances as well as the management.

Clerk

Section 4 – Closure

GR/404 **CLOSURE**

Action

There being no further business the meeting closed at 8.27pm.

Next meeting to be held on Wednesday 16 July 2025.

_____ Chairman

_____ Date