



PANGBOURNE PARISH COUNCIL

GROUNDS COMMITTEE MINUTES

At a meeting of the Grounds Committee held (socially distanced) at Pangbourne Village Hall on Wednesday 8th September 2021 at 7.30pm.

Present: N. Goodwin (Chairman), P. MacIver, J. Higgs, J. Power, I. Walker,
R. Elkin (Clerk)

Apologies were noted from C. Roberts,
Resignation: S. Ferguson

No MoP were in attendance

Section 1 – Procedural

GR/182 APOLOGIES FOR ABSENCE

C. Roberts

GR/183 DECLARATIONS OF INTEREST

J. Higgs is a member of the Bowls Club.
J. Power is an Allotment holder

GR/184 MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 29th June 2021 were approved and signed by the Chairman as an accurate record.

GR/185 OUTSTANDING ACTIONS, MATTERS COMPLETED AND MATTERS ARISING ON THE MINUTES

- Asst Clerk has approached the grave digging firm for a quote for Memorial Testing and has obtained a basis for undertaking a testing review, however this will need further discussion by the committee. **ONGOING** **Asst Clerk**
- Football nets at Chiltern Walk were installed last year by MS. MS reported that he has nearly run out of pegs – New pegs have been purchased. **Action complete** **Clerk**
- The fencing at Chiltern walk can be repaired. This requires the purchase of clips at a cost of £15. **OUTSTANDING** **ALL**
- Leases, Licenses and Charitable Trust matters at the recreation Ground. **ONGOING** **ALL**
- Legal Land matters at Allotments. **ONGOING** **ALL**
- Clearance of items of rubbish which have previously been dumped and have now been exposed by the pruning of the laurel hedging at the Recreation Ground which backs onto Thames Avenue. **TO BE ARRANGED** **ALL**
- The small trial of spring bulb planting has gone well. JP proposed more to be done around the perimeter of the allotments and the Clerk suggested that more could be done at both the Cemetery and the Dolphin Centre car park verges. **ONGOING – TO BE DONE IN AUTUMN** **ALL**
- At a previous meeting, JS provided an update regarding accessing some funds from the Co-op garage to help fund new planting at the Chiltern Walk play area. The aim of this is to provide a sound barrier for residents against the footfalls, help offset emissions from the garage and generally improve this area. Funding has so far not been obtained and it was agreed to continue with this worthwhile project anyway as it is a valuable one. JS will compose a letter to the local **Clerk/ ALL**

residents asking for their input and MS offered to distribute these. **ONGOING – letter has been sent to residents over summer and feedback has been received from residents. Initial meeting held**

- The new waste contract at the Cemetery is to be closely monitored after initial issues. **ONGOING** **Clerk**
- Following the removal of various trees at the meadows/recreation ground, further work will be done to review whether and what type of fence may need to be installed to secure the area. **ONGOING – A CONTRACTOR HAS BEEN ENGAGED** **Various**
- It was agreed that notices will be made up and displayed to request no “plugged in” electrical items be left on charge or plugged in overnight going forward – **TO BE DONE** **Clerk**
- All other outstanding matters are agenda items

COMPLETED:

- Letter sent to residents regarding Chiltern Walk and initial feedback obtained. Further feedback required.
- Football net pegs purchased
- Waste arrangements at Cemetery are currently steady and being monitored

Section 2 – Decision Making

GR/186 TO RECEIVE AN UPDATE ON THE PLAYGROUND BENCHES PROJECT AND AGREE ANY ACTIONS TO BE TAKEN BEFORE THE END OF SEPTEMBER

- The extended deadline for the Members Bid Grant for provision of picnic benches at Pangbourne Recreation Ground is approaching. **ALL**
- As longer-term plans for the ground are still ongoing, it was agreed to scale back this initial part of the project and purchase 2 round benches (of a different type to that originally planned) at this stage and to site them on a semi-permanent base rather than the originally planned larger permanent area. This will ensure the provision can be made this autumn but also ensure future flexibility.
- The Clerk will place the order and send off the appropriate documents to secure the grant before the deadline. **Clerk**

GR/187 TO RECEIVE AN UPDATE ON THE CHILTERN WALK CONSULTATION AND AGREE THE PROPOSED ACTIONS TO BE TAKEN

- Residents have been sent a consultation letter and a number of responses have been received with a variety of opinions expressed.
- An initial meeting has been held with residents and also with the council’s grounds contractors
- Updated Plans for the proposals were presented by NG and this has been developed since the meeting with residents and so requires further feedback and wider feedback from the community if these proposals are to progress **NG**
- Detailed specifications of work are being obtained from the council’s contractor regarding ivy and nettles clearance, goal mouth works etc **Clerk**
- WBC need to be contacted again regarding the possibility of hedging on their section of land.

GR/188 TO DISCUSS AND AGREE OPENING AND CLOSING TIMES FOR THE NEW CEMETERY CAR PARK AND AGREE SIGNAGE TO ORDER

- After a discussion relating to the opening of the new car park at the cemetery, including the updated legal position of the S106 transfer, it was agreed to ask Cllr CR to speak with residents to see if they had any objections to opening and closing times being generally in line with the opening times of the Cemetery itself, which are listed as dawn and dusk in the Cemetery Regulations. **Clerk CR**
- It was also provisionally agreed to remove the padlock and monitor parking habits.
- CR to contact the developer to obtain some clarification on the current legal status of the land and seek agreement. **CR**
- The Clerk has been in contact with the WBC legal team and Highways teams in this regard.

GR/189 TO RECEIVE AN UPDATE ON THE PROGRESS OF THE S106 LAND TRANSFER

- The Clerk reported that she had spoken with West Berkshire Council's Legal, Planning and Highways teams regarding the current status of the S.106 transfer. There are still a number of matters to be resolved, however she stated that she was told that the matter has now largely moved over from the planning department (and concerns regarding planning conditions) to the legal team to resolve the land agreements. Provisional advice was given regarding the current status of the land transferring to the parish council as per the above agenda item.

GR/190 TO RECEIVE AN UPDATE ON THE MEADOWS MOORING POSTS AND AGREE ANY ACTIONS TO BE TAKEN BY THE COMMITTEE IN THE SHORT TERM IN TERMS OF CHECKING THEIR CURRENT CONDITION

- The meadows mooring posts are in a varied state of disrepair and need to be removed or replaced as soon as possible.
- The Clerk and PM stated that they had both had conversations with the NT and the EA who it is believed funded the original works. It may be that the NT would be willing to work with the Council on supply of new posts, however no agreement could be gained on these two associations funding and arranging the works again. The Clerk advised the committee that these works were now urgent and action needed to be taken asap. The Committee agreed to look into this as a priority

ALL

GR/191 TO RESOLVE TO ACCEPT ONE OF THE TREE WORK QUOTATIONS RECEIVED

- Having previously had sight of two quotations (the third company having declined to quote), it was RESOLVED to approve the quotation from Kings Tree Works for £8,670 + vat to undertake the works required at Pangbourne Meadows. The Clerk will arrange for works to take place in the Autumn.

Clerk

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

GR/192 TO RECEIVE AN UPDATE FROM COUNCILLORS ON ANY WORKING GROUPS OR OUTSTANDING ACTIONS

- PM reported that SF has resigned from the committee and the parish council.
- PM stated that he and IW were planning to meet with some CCTV specialists to improve the speed of the remote access to footage
- PM NG stated that some advice had been received from the council's solicitors regarding updating the charity. More information now needs to be sought regarding the number of meetings required per year and various governance issues and then a first formal meeting needs to put in the diary.
- NG gave a brief update on the work he has been doing with regard to the recreation ground, and stated that the current position is that there is not enough income generation from commercial use to cover the costs of maintenance of the ground and assets. This is something that the charity will need to consider in its longer term planning.
- NG also stated that he had been informed that the football changing block is used 3 x per week at the moment.
- NG suggested that the council look into purchasing and installing some specific fitness equipment which can be hired for commercial classes and an area set aside for that purpose to avoid other sports equipment, benches and the playground being damaged.
- NG also reported that he had gained the agreement of all the football clubs to use temporary goals erected sideways on the pitch for training sessions to help preserve the condition of the goal mouths for longer use.
- The adult football club has arranged for pitch improvement works to be undertaken this autumn.

PM IW

**NG PM
Clerk**

GR/193 ITEMS FOR INFORMATION ONLY OR RAISED BY COUNCILLORS FOR THE AGENDA OF THE NEXT MEETING

None.

Section 4 – Closure

GR/194

CLOSURE

There being no further business the meeting closed at 8.55pm

Next meeting to be scheduled

_____ Chairman

_____ Date