



PANGBOURNE PARISH COUNCIL GROUNDS COMMITTEE MINUTES

At a meeting of the Grounds Committee held at Pangbourne Village Hall on Wednesday 7 June at 7.30pm.

Present: N. Goodwin, J. Higgs, I. Walker, J. Power
B. Elkin (Clerk), L. Antonio (Asst Clerk)

Apologies were noted from: G. Child, C. Roberts

Not present:

MoP: None

Section 1 – Procedural

Action

GR/292 TO APPOINT CHAIRMAN AND VICE CHAIRMAN

N. Goodwin was proposed, seconded and elected as Chairman. John Higgs was proposed, seconded and elected as Vice Chairman.
Non Councillor members agreed to sit on the committee for another year.

GR/293 DECLARATIONS OF INTEREST

JH is a member of the Bowls Club.
JP is a member of the Allotment Association.

GR/294 MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 15 March 2023 were approved and signed by the Chairman as an accurate record.

GR/295 OUTSTANDING ACTIONS, MATTERS COMPLETED AND MATTERS ARISING ON THE MINUTES

- **Cemetery car park** – ONGOING. Clerk
- **Holiday cover for Outdoor Spaces Warden** – agreed that a Councillor rota could be adopted to cover the period, if volunteer or a casual appointment could not be arranged. Clerk
- **Meadows**
 - **Signage** – signage still to be ordered and installed Clerk
 - **Clearance work behind changing rooms** – on agenda
- **Tree survey** – awaiting further quotes Clerk
- **Replacement fire exit signs at Pavilion** – completed

Section 2 – Decision Making

GR/296 TO RECEIVE UPDATE ON PLAYGROUND RESURFACING AND AGREE NEXT STEPS

Asst Clerk provided an update on discussions with Playdale regarding the replacement of the wooden timbers identified by ROSPA as showing signs of decay. Their warranty covers the cost of the timbers only, so any additional costs (metal feet and installation) will need to be met by the Council. It was agreed that replacing the timbers could wait until the re-surfacing work is being carried out in order to save the costs of repairing the current surface and it was agreed to spend

the extra amount to have metal 'feet' put on the posts. However, it was agreed not to progress the option to place metal feet on ALL the upright posts (quote from ARD) but that the existing timbers should be regularly inspected going forward and poles replaced if/when necessary.

Asst
Clerk

The Committee reviewed the draft specification for the re-surfacing of the play area. The following details were agreed:

- Wetpour surface
- Edging to be feathered into the surrounding grass rather than installing a concrete surround
- If possible, the colour to be black with green fleck rather than solid black

It was suggested that companies also be asked about their payment requirements to ensure Councils will have sufficient funds to cover outgoing costs. The costs will include VAT which the Council will need to be in a position to cover until it can be reclaimed. The Committee agreed that the specification could be used as the basis for companies to provide a more detailed quote and that this process did not need to wait for the outcome of the planning application. The Clerk reported that although the tender process itself does not need to be carried out through the government Contract Finder, the result of the tender process will need to be published.

RESOLVED TO APPROVE the specification subject to the above revisions.

GR/297 TO RECEIVE UPDATE ON REC CLEARANCE WORK, STORAGE/BIN PROVISION AND ACCESS AND AGREE NEXT STEPS

The Committee reviewed the work carried out to date. NG presented plan to show the issues with re-instating the fence in a manner that will allow access for works vehicles unable to use the Thames Avenue entrance. It was agreed that Asst Clerk and NG would arrange to meet with contractor on site to review options for fence and gate. It was agreed that storage solutions for youth football and other sports activities need to be explored further and could possibly be incorporated into this area alongside the additional bins.

NG/
Asst
Clerk

GR/298 TO RECEIVE UPDATE ON MEETINGS WITH SPORTS TEAMS – FOOTBALL AND TENNIS

IW provided update on discussions with Tennis Club on power supply for floodlights. The club is now revising their proposal to allow for placing the control unit for the floodlights in an external cabinet rather than in the building. IW has suggestions for cost saving options which he will discuss with them. There are still concerns over the capacity of the cable supplying the Pavilion and whether there is sufficient power for the floodlights should there be competing or additional demands in the future and it was agreed that this needs to be resolved. The Committee agreed that although solar power was not an option at this stage, it should be looked at in the future, particularly as it would result in a cable upgrade by SSEN.

IW

It was agreed that a meeting is required with adult football representatives to progress matters with the changing rooms.

NG

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

GR/299 TO RECEIVE AN UPDATE FROM COUNCILLORS ON ANY WORKING GROUPS OR OUTSTANDING ACTIONS

JP reported that she has been in correspondence with officers about renting two empty allotments to out-of-parish residents. Clerk reported that the statutes governing the management of allotments stipulates that holders should not live more than one mile from the allotment. JP explained the amount of work involved in dealing with unmaintained plots. Clerk to clarify the statutes controlling the rental of allotments by Parish Councils.

Clerk

JP reported that she would be resigning from her position as allotment representative as of next year (April).

GR/300 ITEMS FOR INFORMATION ONLY OR RAISED BY COUNCILLORS FOR THE AGENDA OF THE NEXT MEETING

None

Section 4 – Closure

GR/301 CLOSURE

There being no further business the meeting closed at 8.50 pm

Next meeting to be held on Wednesday 19 July 2023

_____ Chairman

_____ Date