



PANGBOURNE PARISH COUNCIL GROUNDS COMMITTEE MINUTES

At a meeting of the Grounds Committee held at Pangbourne Village Hall on Wednesday 15 February at 7.30pm.

Present: N Goodwin, J Higgs, G Child, C Roberts
L Antonio (Asst Clerk)

Apologies were noted from: P MacIver, I Walker, J Power
Not present:

MoP: None

Section 1 – Procedural

Action

GR/266 APOLOGIES FOR ABSENCE

P Mclver, I Walker, J Power

The Committee noted that Z Moosa has resigned from the Council since the last meeting.

GR/267 DECLARATIONS OF INTEREST

J Higgs is a member of the Bowls Club.

GR/268 MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 22 November 2022 were approved and signed by the Chairman as an accurate record.

GR/269 OUTSTANDING ACTIONS, MATTERS COMPLETED AND MATTERS ARISING ON THE MINUTES

- Fencing at Chiltern Walk still to be repaired. OUTSTANDING ALL
- Cemetery Car park – ONGOING CR Clerk
- Speed bump at entrance to Recreation Ground – completed Clerk
- Arrangements for holiday cover for Outdoor Spaces Warden – ONGOING Clerk
- Meadows Issues
Signage – Members Bid funding in place, signage still to be ordered and installed
Trees at bin store – crown lifting/clearance work completed
Clearance work behind changing rooms – Parish Plan funding of £5,000 has now been confirmed from WBC. Total project costs of £7,089. Still awaiting approval from Thames Water to affix security fencing to their compound and awaiting confirmation on details of possible contract with Shield Group for bin emptying. Asst Clerk to book contractors for ground clearance. Asst Clerk

Section 2 - Decision Making

GR/270 TO APPROVE COSTS FOR STAKING AND BANDING UNSAFE MEMORIALS AT CEMETERY

The Committee reviewed the quote from SPB Stoneworks for staking and banding unsafe Memorials and noted that a discounted rate was available for work to multiple memorials. The rate was considered reasonable. The Committee accepted that in some cases with larger memorials, laying the stone flat was not an option and were reassured that passing on the cost to owners was still a priority.

RESOLVED to approve expenditure £55 (or £65) per memorial for staking and banding, up to ten memorials

GR/271 TO APPROVE UPDATED ALLOTMENT CHARGING STRUCTURE AND POLICY

The Committee reviewed the proposed changes to the allotment fees and policy for 2024/25 as circulated. They agreed to the proposed fees and the proposals to remove the OAP discount and replace it with an on request hardship discount. The Committee suggested that some thought might be needed as to the criteria for qualifying for the discount. It was also agreed to replace the prompt payment discount with an admin fee for late payment.

RESOLVED to approve changes to allotment fees and policy as proposed.

GR/272 TO RECEIVE UPDATE ON QUOTE FOR TREE SURVEY

The Committee reviewed a quote for carrying out the annual tree survey on Council owned trees. The Committee asked that the Clerk check the scope of the work in certain areas - bowling club and Dolphin Centre car park. Further quotes to be obtained.

Clerk

GR/273 TO RECEIVE AN UPDATE ON PLAYGROUND RESURFACING, APPROVE EXPENDITURE ON RESISTOGRAPH TESTING AND REVIEW QUOTE FOR METAL SHOES ON TIMBER POSTS

Asst Clerk reported that following a meeting on site with a representative from ARD to discuss the viability of retaining the existing play equipment, resistograph testing on all the major upright posts in the playground has now been scheduled. The cost of the work will be £495+VAT. The Committee agreed that this was an essential next step and retrospectively approved the expenditure.

The Committee had some concerns about the design of the proposed metal feet and asked if more detail or alternative options could be sought from the supplier.

Asst Clerk

The Committee discussed the next steps and agreed that planning permission for the re-surfacing work will be required and that a Flood Risk Assessment will be needed as part of this process. Asst Clerk to look into finding a suitable consultant to advise. It was agreed that the eventual planning application should, if possible, include proposals for installing a path between the car park and the pavilion as discussed at previous meetings, so that should this project go ahead, a further planning application will not be required.

Asst Clerk

The need for external funding was also discussed and it was agreed that some input from the users of the playground would be useful for use in funding applications. Asst Clerk to consider ways of reaching out to playground users.

Asst Clerk

NG queried whether the re-surfacing contractors are offering any guarantee on the new surface given the location. Asst Clerk to query.

Asst Clerk

RESOLVED to approve expenditure of £495+VAT for resistograph test

GR/274 TO RECEIVE UPDATE ON LYCHGATE PROJECT

Asst Clerk reported that we have now received full drawings from the supplier for the lychgate and an application for a Certificate of Lawfulness has been submitted to West Berkshire Planning.

GR/275 TO RECEIVE UPDATE ON ELECTRICITY SUPPLY TO PAVILION AND TENNIS LIGHTING PROJECT

NG reported that following a visit to the Pavilion, it would appear that the existing electrical supply will be sufficient to allow for the proposed tennis floodlights. A separate meter will be required to allow the usage to be monitored and charged for separately. It was noted that searches so far have been unable to determine the exact location of the cables running from car park to Pavilion and that this will need to be further investigated with SSE.

Clerk

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

GR/276 TO RECEIVE AN UPDATE FROM COUNCILLORS ON ANY WORKING GROUPS OR OUTSTANDING ACTIONS

NG reported that the updated graphics for the Recreation Ground Vision document are due to be delivered soon.

NG reported that the Pangbourne Football Club Saturday teams have ceased to operate. He is hoping to meet with the football clubs to discuss future plans and arrangements.

GR/277 ITEMS FOR INFORMATION ONLY OR RAISED BY COUNCILLORS FOR THE AGENDA OF THE NEXT MEETING

None.

Section 4 - Closure

GR/278 CLOSURE

There being no further business the meeting closed at 9.18 pm.

Next meeting to be held on Wednesday 15 March 2023.

_____ Chairman

_____ Date