



PANGBOURNE PARISH COUNCIL GROUNDS COMMITTEE MINUTES

At a meeting of the Grounds Committee held at Pangbourne Village Hall on **16 July 2025** commencing at 7:30pm.

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

Also Present: S. Lomer (Asst Clerk), R. Elkin (Clerk)

Apologies:

Absent Without Apologies: C. Roberts, G. Child, T. Batten, B. Kerr-Muir

M.O.P.: None

Section 1 – Procedural

Action

GR/405 **APOLOGIES FOR ABSENCE**

GR/406 **DECLARATION OF INTERESTS**

J. Higgs is a member of the Bowls Club

GR/407 **MINUTES OF THE LAST MEETING**

The minutes of the last meeting held on 21 May 2025 were approved and signed by the Chairman as an accurate record.

GR/408 **OUTSTANDING ACTIONS FROM PREVIOUS MINUTES**

Playground

- Cone net, completed last week COST £3,405.00 + VAT = £4,086.00
- North gate, instructed and should be with ARD next week COST £395.00 + VAT fitted = £474.00
- Toddler ship, completed 30 June COST £145.00 + VAT = £174.00

Allotment trees - R. Elkin has contacted Sulham Estate who is yet to reply. Works to go ahead in autumn.

Tree survey - a tree inspector from West Berkshire Council has advised of two trees to be felled in Chiltern Walk, a dead Norway maple tree and almost dying cherry tree.

R. Elkin obtained quotes for felling, removing and grinding of stump.

Clerk

RESOLVED to approve felling and clearing of both trees for £1,580.00 + VAT = £1,896.00

Car park – Ringrose will carry out the resistograph on 24 July. It is likely to require another reduction in height, which could require approval before the next meeting. 20% was removed previously.

Any refurbishment works at the Pavilion are on hold until club licences are agreed.

Section 2 – Decision Making

		Action
GR/409	<u>TO RECEIVE AN UPDATE ON PAVILION WORKS AND AGREE ANY ACTIONS NECESSARY</u>	
	<p>The recent fire safety survey included recommendations to install an emergency light in the kitchen and an emergency light test key switch, both of which were agreed by the committee.</p>	Asst Clerk
	<p>RESOLVED to approve recommended pavilion fire safety work for £329.90 + VAT @ £65.98 = £395.88</p>	
	<p>Review whether we add recreation ground toilets for 3hr emergency light testing or carry this out ourselves.</p>	
	<p>The pavilion septic tank is due to be emptied. An estimate has been obtained from last year's contractor.</p>	
	<p>Resolved to have septic tank emptied at a cost of £427.50 + VAT = £513.00</p>	
	<p>Asst Clerk to check volume of liquid waste removed and whether the work needs to be competed again the following year or later. Also remind the clubs to use the correct products for a septic tank.</p>	Asst Clerk
GR/410	<u>TO CONSIDER PLAYGROUND REPORT AND AGREE ON ANY ACTIONS NECESSARY</u>	
	<p>The playground fencing next to the zip wire has been knocked down on numerous occasions and has been temporarily put back up. One of the main posts set in concrete and wet pour has broken. Quotes have been received to carry out this work. However, it is one of many posts and a more cost-effective solution is required.</p>	Asst Clerk
	<p>Asst Clerk to obtain quotes for an upright support.</p>	
	<p>Funding was available from Thames Water, which might support a new fence at the playground.</p>	
GR/411	<u>TO CONSIDER DAMAGED CHILTERN WALK FENCING AND AGREE NEXT ACTIONS</u>	
	<p>N. Goodwin suggested a wall for the football goal to replace the structure currently used with a possible relocation, further away from the fence and petrol station. Clerk to obtain quotes for fencing and goal wall. Clerk also to discuss this with family who originally installed the goals. M. Rimmer suggested a hedge. However, it was thought that this would require maintenance and might not survive.</p>	Clerk
GR/412	<u>TO CONSIDER CCTV REQUIREMENTS AND AGREE ON ANY ACTIONS NECESSARY</u>	
	<p>I. Walker stated that it is critical to get fibre broadband to support CCTV monitoring. It was understood that this won't be available at the recreation ground but should reach the village hall. Talks with Adventure Dolphin will be necessary.</p>	

A replacement camera was installed, which is of a higher spec. The others might need bringing up to similar quality.

N. Goodwin proposed I. Walker manage a CCTV review project.

GR/413 TO CONSIDER SIGNAGE REQUIREMENTS

Some CCTV signage is missing. Asst Clerk to collate a list, along with regulations and report to I. Walker.

Asst Clerk

Some missing and damaged 'no mooring' signs are being replaced by West Berkshire Council along with the PSPO signs. Further signs are required by the bridge and landing stage.

Asst Clerk

N. Goodwin suggested we look at payment system for mooring.

PSPO signs have been ordered with West Berkshire Council. Clerk to follow up on installation date.

Clerk

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

Action

GR/414 TO RECEIVE AN UPDATE FROM COUNCILLORS AND CLERK ON ANY OUTSTANDING ACTIONS

The recreation ground car park fence receives constant damage between the car park and playground.

Asst Clerk

Asst Clerk to review options for a gate.

GR/415 ITEMS FOR INFORMATION ONLY OR RAISED BY COUNCILLORS FOR THE NEXT MEETING'S AGENDA

None

Section 4 - Closure

Action

GR/416 The meeting closed at 8:45pm there being no other business.

The next meeting is scheduled for 5 November 2025.

Chairman

Date