



## PANGBOURNE PARISH COUNCIL GROUNDS COMMITTEE MINUTES

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At a meeting of the Grounds Committee held at Pangbourne Village Hall on **5 November 2025** commencing at 7:30pm.

Present:	J. Higgs, N. Goodwin, C. Brewer, I. Walker
Also Present:	S. Lomer (Asst. Clerk) R. Elkin (Clerk)
Apologies:	M. Rimmer, C. Roberts
Absent Without Apologies:	G. Child, T. Batten, C. Ellis
M.O.P.:	None

### **Section 1 – Procedural**

Action

**GR/417 APOLOGIES FOR ABSENCE**

Apologies received from M. Rimmer, C. Roberts

**GR/418 DECLARATION OF INTERESTS**

J. Higgs is a member of Pangbourne and District Bowls Club  
I. Walker is a member of Pangbourne Tennis Club  
N. Goodwin is a member of the fete committee

**GR/419 MINUTES OF THE LAST MEETING**

The minutes of the last meeting held on 16 July 2025 were approved and signed by the Chairman as an accurate record.

**GR/420 MATTERS COMPLETED**

- a. Playground gate closing mechanism replaced.
- b. Pavilion fire safety installation for emergency light and key switch.
- c. Pavilion smoke detectors replaced.
- d. Pavilion tennis door rehung.
- e. Pavilion septic tank emptied and will need emptying annually. There is the possibility of having a survey carried out with the appointment next year.
- f. Chiltern Walk trees felled and made safe.
- g. London Plane Tree located next to the village hall needs no further work currently.
- h. PSPO signs installed by Volker
- i. New bus shelters installed at the Primary School and Old Police Station

### **Section 2 – Decision Making**

Action

**GR/421 BUDGET - TO REVIEW THE PROPOSED DRAFT GROUNDS BUDGET FOR 2026/27 AND AGREE A RECOMMENDATION TO TAKE TO FULL COUNCIL**

An overview of the current finances in relation to this year's budget was presented by R. Elkin.

## Full Council Funds

- Total opening balance £205k
- Total current balance £362k
- Total forecast year-end balance £265k

£35.6k was spent on Grounds 24/25.

£33k is the forecast spend for 25/26.

Current income for Grounds is obtained from allotments only at £1.7k with no further income this year.

Possible capex projects which will need to be phased over several years and supported with grant funds to include,

1. Fencing for the car park and playground
2. Legal work for clubs leases and license
3. Gents toilet door
4. CCTV works
5. Track barrier

**RESOLVED to recommend to Full Council a Ground budget of £35,569 for 2026/2027 at this stage**

### **GR/422 PLAYGROUND – TO CONSIDER MONTHLY REPORT ALONGSIDE QUOTE FOR MAINTENANCE AND AGREE EXPENDITURE**

Quotations were obtained for some of the higher priority maintenance works for the playground along with costs for budgetary purposes.

**Resolved to instruct the following maintenance work to be carried out at a cost of £677.00 + VAT = £812.40**

S. Lomer

- Gate handle replaced and protruding fixing knocked flush
- Replacement pendulum seat and chain with sleeve for Aerial Runway
- Replacement ground anchor to net
- Replace missing matting for Aerial Runway ramp
- Grease fitting for Pod Swing

The Monkey Bars have failed the bradawl probe test and will require the main beam and hand grips to be replaced in the near future with a current cost of £1,533.85 + VAT = £1,840.62.

### **GR/423 RECREATION GROUND CAR PARK FENCING – TO CONSIDER PROPOSALS WITH QUOTATIONS RECEIVED AND AGREE A RECOMMENDATION WITH EXPENDITURE TO TAKE TO FULL COUNCIL.**

It was agreed that the car park fencing must be replaced and is required to keep cars off the grass.

The initial idea for v-mesh panels and then for 868 mesh panels were rejected as these would become quickly damaged by cars. Three quotes were presented for a more robust barrier solution.

It was suggested that bollards at 2.4m, in front of each car park bay linked with scaffolding type poles would be long lasting and effective, possibly adding hedging later to make it less urban.

S. Lomer to check with insurance company about public liability. Site visit to take place to finalise requirements and quote.

S. Lomer

Additional proposals were also provided by the contractors for replacement playground fencing of a bow top ROSPA compliant design. These provided guidance for budgeting purposes at an estimated cost of £10,000 + VAT = £12,000

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

	<b>Action</b>
<b>GR/424 OFFICERS UPDATE</b>	
a. Clubs' data received, meetings suggested re. licenses and usage of parish amenities. N. Goodwin to meet with Pangbourne Football Club.	N. Goodwin
b. Defibrillators expenditure expected for low batteries, pedi-pads replaced at hall	
c. CCTV missing signs to be replaced. Survey is required to document fitting for quotation. Simple design to be used similar to entrance at meadow with Clerk email address and office number as contact details.	S. Lomer
d. Superfast broadband to support CCTV is available at the hall but not at the recreation ground. The closest point is currently near The Swan Pub. Ensure that the Village Hall car park resurfacing doesn't happen without thought to fibre cabling.	S. Lomer
e. Tennis Club have requested approval to replace the kitchen. This was approved with three caveats,	S. Lomer
i. PPC to arrange for asbestos under the sink to be professionally removed and disposed of following safety regulations to include the need for a WTN (Waste Transfer Note). Quotes received.	S. Lomer
<b>Approved spend of £320 + VAT = £384 to remove and dispose of asbestos in pavilion.</b>	
ii. Clubs to arrange for all plumbing and electrical work to be carried out by a professional with Minor Works Certificate obtained.	S. Lomer
iii. PAT testing to be arranged by the clubs	
f. Tennis Club requested trees to be cut back around the flood lights. <b>This was approved to be carried out at the expense of the club by a qualified contractor.</b>	
g. Tennis and Bowls Clubs request for additional path & car park lighting request is still pending. The need for lighting is understood. Some requirements were discussed that include the lights need to be on a timer so cannot be activated throughout the night. A meeting is required with N. Goodwin, I. Walker and the clubs to further discuss. S. Lomer to research lighting for the car park.	N. Goodwin I. Walker S. Lomer
<b>GR/425 UPDATE FROM COUNCILLORS AND ANY ACTIONS FOR NEXT MEETING</b>	
Actions to be reintroduced for next meeting.	
• CCTV project/Update	S. Lomer
• Payment system for mooring to be explored	S. Lomer
• Donation for mooring and possibly toilets to be researched	S. Lomer
B. Elkin gave an update on mowing at the meadows to meet biodiversity requirements. A local farmer is keen to cut the hay on the meadow and has confirmed that his vehicles can access the area safely. The first cut will cost £1,000 + VAT. The hay will need to be disposed of for the first cut. Ongoing, it can be used and will reduce the cost of mowing.	
Prior to the first cut, it is essential to ensure that items have not been left in the location that could damage the equipment. Clerk to check the zones on the meadow as this has moved over the years.	B. Elkin

## **Section 4 - Closure**

**Action**

**GR/426** The meeting closed at 9.07pm there being no other business.

The next meeting is scheduled for 25 February 2025.

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Chairman

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Date