

A member stated that it was not the Council's responsibility and asked if the Club had asked users to contribute to the repair. Mr Clark said that their own members had been asked but not the opposition teams. They had looked at grant funding but did not require enough money to qualify for the majority of schemes. The repairs needed to be done by April. A member asked if they had considered knocking the existing structure down and rebuilding. Mr Clark said that they needed to have a building for the beginning of the season and making it safe was the quickest way of doing this.

The Committee agreed that the entire building was falling apart and it would be better if grant funding could be secured and a new facility built. Mr Clark felt that the building was not too bad and the structure was still viable. It could last another 25 years and the Club had some money to spend if they had to.

The Facilities Manager asked if the Club had considered use of a temporary building which would afford the time to apply for large scale grant for a rebuild. She could facilitate this if this is what the Club wanted. The Club would have to pay the rental charge but it would be cheaper than replacing the glass in the existing building. The existing building would need to be replaced at the Club's expense.

Members asked if the Club could share another of the town's bowls club's facilities or combine with the other smaller club but neither of these were viable to the Club. A member suggested that the option of a temporary building should be put in writing to the Club. Mr Clark thought this might be a better option for the Club.

The discussion turned to the issue of a new lease for Witney Mills Cricket Club, but the Town Clerk explained that it had been agreed to include this in the "umbrella lease" that the Council was working towards with the West Witney Sports Association, although at present there were still outstanding issues to be resolved before this could happen. A member stated that she would not be happy to grant the Bowls Club a lease ad hoc. The Town Clerk said that she should take legal advice on giving the Club an individual lease. The Committee discussed the possibilities of future management of West Witney Sports Ground in relation to this.

RECOMMENDED: that the Town Council suggest to Witney Mills Bowls Club that they remove the existing building and that the Town Council would support them in installing a temporary facility.

R506 **SPORTS PITCHES CONDITION REPORT**

A condition report had been circulated with the agenda, which covered all sports pitches in the Town. A member queried if the Council would be purchasing a verti draining machine and the Facilities Manager explained this was something that would be included in the tenders for the new Grounds Maintenance Contract, which would specify how often this would be done and where.

RECOMMENDED: that verti-draining works to all sports surfaces are included in the new tender specification on a rolling basis.

R507 **WITNEY MILLS BOWLS CLUB REPORT**

This item had been covered earlier in the evening during public participation.

R508 **RECREATIONAL HIRE FEES REVIEW**

The Committee received and considered the Officers report as circulated with the agenda. It presented options to increase recreational charges by 10% and 15%. Whilst one member commented that 15% seemed a large increase, others felt that current charges had fallen behind what was reasonable, and consequently maintenance had fallen behind schedule due to lack of funds. Another member pointed out that the SSGB report had done a comparison of the Council's charges in comparison to other areas, and they were broadly comparable.

A member had been contacted by the tennis club who had asked why their rent had increased by 10%. The Town Clerk and RFO pointed out that in fact this had been an underpayment by the tennis club and therefore not actually an increase in charges.

RECOMMENDED: that the Recreational hire charges be increased by 15% for the 2015/16 period.

R509 **WEST WITNEY SPORTS GROUND AND WOOD GREEN**

The Committee received and considered the report of the Facilities Manager that was circulated at the meeting. On the previous Friday afternoon it had been brought to her attention that there were a number of serious issues affecting buildings at the ground, including electrical problems. She had recommended that the showers and changing rooms were closed until they could be made safe. There was also outstanding work to be done relating to legionella testing.

In 2012 a basic survey was carried out by Alder King on the tenant/landlord responsibilities – the approximate cost at the time had been £4,500 to the Council, the tenant works had been estimated at £8,300, and Legionella works had been estimated at £7,000. As these costs were now several years old, the Facilities Manager had estimated that the cost would be in the region of £25,000 between the two parties.

A member queried what the Council's responsibilities were under the lease. The Town Clerk explained that the lease had been held over since 2001 she had not yet been able to obtain a full legal report but she would do so. The member agreed that members needed to understand the full legal position.

The Town Clerk suggested that as the situation was urgent, the Committee might choose to delegate arrangements to officers. A full legal report would go to the Policy and Finance Committee on 1 December. The Town Clerk had significant concerns about insurance at the ground under the current circumstances.

The Facilities Manager commented that this would not be a short term fix, hence she was recommending that temporary buildings were installed. A member agreed that if the clubs could not sort out the electrics, the Town Council should close the buildings and provide temporary facilities, subject to its obligations under the lease.

The Facilities Manager commented that the building would comply with the 15th Edition Electrical Regulations, but not the current 17th Edition. She felt that the Town Council had some responsibility as the landlord and this was why she had suggested a temporary facility whilst legal advice was sought.

A member proposed that the responsibility for the installation of the temporary buildings be delegated to the Town Clerk and that legal advice was sought which should be brought back to the next Policy and Finance Committee. The temporary buildings should only be installed if this was the Council's responsibility.

The Facilities Manager asked that if a temporary building was to be installed, were members happy with what she had proposed. It would meet current regulations and two would be required with a toilet block between them. She had got a price to purchase the units as well as to hire them. The approximate cost to hire was £9,000 per annum and potentially they may be required for 3 – 4 years. The cost to purchase them would be £36,000 - £37,000. It was agreed that some form of rental charge would have to be passed onto the Clubs.

RECOMMENDED: that the installation of temporary changing facilities at West Witney Sports Ground be agreed and delegated to the Town Clerk, subject to legal advice confirming that it was the Council's responsibility to provide them. The temporary facilities should be hired for the first year and the option to purchase reviewed at this point.

R510 **THE LEYS RECREATION GROUND – FIELDS IN TRUST APPLICATION**

Members received and considered correspondence as circulated with the agenda. It contained information on making an application to Fields In Trust to protect the Leys as a Centenary Field. This would safeguard the open space in perpetuity, in memory of those who had lost their lives in World War One.

RECOMMENDED: that an application is made to Fields in Trust to protect The Leys.

R511 **FINANCIAL REPORT**

The Committee received and considered the report of the RFO as circulated with the agenda.

RECOMMENDED: that the report be noted and any feedback on the format of the financial report be passed on to the RFO after the meeting

The meeting closed at 7.25pm

Chairman.