

**SPORTS AND RECREATION COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL**

**Held on Monday 12 November 2018**

**At 6.00pm in the Council Chamber, Town Hall**

**Present:**

Cllr H W Chirgwin (Chairman)

Councillors:                    C Brown                    J S King  
   B J Churchill                L M Price  
   H B Eaglestone

Officers:                        Mrs Sharon Groth -Town Clerk  
   Mr John Hickman - Operations & Estates Officer

**R548 APOLOGIES FOR ABSENCE**

An apology for his absence was received from Cllr Harvey.

**R549 DECLARATIONS OF INTEREST**

There were no declarations of interest in matters to be discussed at the meeting.

**R550 MINUTES**

- a)        **RESOLVED:** that the minutes of the meeting held on 10 September 2018 be agreed as a correct record and signed by the Chairman.
  
- b)        **MATTERS ARISING:** there were no matters arising from the minutes of the meeting held on 10 September 2018.

**R551 PUBLIC PARTICIPATION**

There were no members of the public present at the meeting.

**R552 OPERATIONAL REPORT – PROGRESS ON IMPROVEMENTS AND REPAIRS SINCE LAST MEETING**

The Committee received and considered the report of the Operations and Estates Officer as circulated prior to the meeting. The report covered the repair of The Leys Basket Swing; an update on the new play area at Ralegh Crescent which was due for an inspection by ROSPA and the fact that wood chippings had been used as a safety surface covering rather than the more expensive bark chippings. The Council was awaiting planning permission for the solar light which would then have a 6 week lead on order time.

West Witney Bowls irrigation system had been decommissioned and the four heads that required replacing had been done.

No further news had been heard on the Witney Swifts third team.

The Operations and Estates Officer had been working with the Oxfordshire FA on a pitch improvement programme. The local representative had said that the FA would fund half the cost of a verti quake machine. The cost was £10,000 in total. He had also said that he may be able to approach WODC for a Community Grant towards this. This would reduce the cost to Council and the equipment would then be owned by the Town Council. The Town Clerk suggested that money could be put towards this in the forthcoming budget. The Operations and Estates Officer advised that the proviso from the F.A's funding offer was that local clubs (e.g. Hailey) could hire the equipment at a reduced hire rate.

Hailey Road allotments had asked for a code lock pedestrian gate to stop people walking through the allotments but the Operations and Estates Officer had advised that he would have to look at the cost as the vehicle access gate would need to be replaced as well as the gap left would otherwise not be small enough to get a DDA compliant gate in. He would get prices and would ask what they association would be able to pay towards it. The Town Clerk reminded members that there was an earmarked reserve for allotment improvements so this would not require additional budgeting.

Further to a vehicle hitting the bollards at The Leys, an invoice had been issued and payment was awaited.

**RECOMMENDED:**

1. that the report be noted;
2. that £5,000 be budgeted toward the cost of a verti-quake machine that would be part funded by the F.A on the provision that it is available for other clubs to hire at a reduced rate;
3. that the Town Council works with the Allotment Association on the potential for a new pedestrian gate.

**R553  GROUNDS MAINTENANCE – CRICKET WICKET PREPARATIONS**

The Committee received and considered correspondence and the report of the Operations and Estates Officer.

The contractors had noticed that the preparation of wickets for cricket matches was not included in the contract and were now requesting payment for those prepared during the 2018 season at a cost of £2,094.40. They had not, however, requested any payment for the 2017 season. The Operations and Estates Officer explained that the 2018 season's bill required payment and the Bill of Quantities required adjusting to ensure that this did not happen again in future seasons.

**RECOMMENDED:**

1. that the report be noted;

2. that a supplementary estimate in 2018/19 for the cricket wicket preparation invoice of £2,094.40 be agreed and the BOQ be adjusted to ensure that the situation does not arise again in the future;
3. that cricket wicket preparation is taken into account for the 2019/20 budget.

R554 **PLAY AREAS - UPDATE**

Members received and considered the report of the Town Clerk.

The report covered the West Witney (Curbridge Development) Destination Play Area, an update on the legal situation regarding the transfer of Unterhaching Park and the adjacent Woodland, Park Road Play area , Moorland Road play area budgeting and the new play area at Raleigh Crescent.

A member asked if there was a guideline for how long the Park Road situation would take to resolve. The Town Clerk advised unfortunately there was not and it was still in the hands of solicitors, despite there being significant evidence of adverse possession and the fact that it had been a play area since the late 1980's.

The Chairman suggested that if the Town Clerk failed to get anywhere in approaching the Land Registry herself, an alternate solicitor be found. Members were in favour of this.

**RECOMMENDED:**

1. that the report be noted;
2. that if the Town Clerk did not get anywhere approaching the Land Registry regarding Park Road Play area then an alternate solicitor should be considered;
3. that Nicole O'Donnell from the Oxfordshire Playing Fields Association be appointed as a project manager of the West Witney (Curbridge)destination play area project and funded from the S106 attributed to this play area.

R555 **OXFORDSHIRE FOOTBALL ASSOCIATION – FOOTBALL STRATEGY**

The Committee received and considered the presentation given by the OFA on 3 October regarding the future football pitch provision for Witney and funding streams available. This would now be a standing item on the committee's agenda.

The Committee requested a report on the existing stock – including that of other providers and feasibility to be brought back to the next meeting.

**RECOMMENDED:**

1. that the presentation be noted;
2. that the item be a standing item on future agendas;
3. that a report on the existing stock – including that of other providers and feasibility be brought back to the next meeting.

R556 **FINANCE REPORT: BUDGET MONITORING COMMITTEE INCOME & EXPENDITURE TO 30 SEPTEMBER 2018**

The Committee received the report of the Town Clerk.

**RECOMMENDED:** that the report be noted.

R557 **RVENUE BUDGET & CAPITAL/SPECIAL PROJECTS PROGRAMME: REVISED REVENUE BUDGET 2018/19 AND ESTIMATES 2019/20**

a) Revised revenue budget 2018/19 and base revenue budget for 2019/20

The Committee received and considered the report of the Town Clerk. She pointed out that at this stage recharges from the works dept. and central support had not been accounted for and therefore the budget did appear distorted. Furthermore she was trying to unravel the previous RFO's budget and was particularly trying to understand what play areas had been included in the capital budget in the last couple of years.

The Chairman proposed that that up to £40,000 each be added into the budget for each of the following Moorland Road, Park Road and Quarry road play areas. Members agreed with this.

A member felt that money should be spent on the skate park at The Leys which was now 15 years old. The Committee wanted to recommend £40,000 to be budgeted for this.

**RECOMMENDED:** that the report be noted;

b) Schedule of Proposed recreation fees and charges 2019/20

The Committee received and considered schedules of proposed recreation fees and charges for 2019/20. Roundly it would be a 3% increase which members thought was reasonable.

**RECOMMENDED:** that the proposed schedule of recreation fees and charges for 2019/20 be approved.

*Cllr Price left the meeting at 6.55pm.*

c) Revised Capital and Special Revenue projects programme 2018/2019

The Committee received and considered the report of the Town Clerk.

**RECOMMENDED:** that the report be noted.

d) Revenue Growth Items and Capital/Special Projects programme 2019/20

The Committee received and considered the report of the Town Clerk. As well as the three play areas discussed earlier, during the course of the municipal year a table tennis table had been suggested for the Leys Recreation Ground but members were now unsure whether this would be the best option. Members felt a Teqball table may be a better option. The

Operations and Estates Officer was asked to look at this so that it might be included in the budget.

**RECOMMENDED:**

1. that the report be noted;
2. that up to £40,000 each be added into the budget for Moorland Road, Park Road and Quarry Road play areas;
3. that £40,000 be allocated to the skate park at the Leys Recreation Ground;
4. that the cost of a Teqball table be researched for consideration in the budget setting.

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The meeting closed at 7pm.

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Chairman.