PARKS & RECREATION COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Monday, 10 January 2022

At 6.00 pm in the Virtual Meeting Room via Zoom

Present:

Councillor V Gwatkin (Chair)

Councillors:	D Butterfield	L Duncan
	J Aitman	D Enright
	T Ashby	
Officers:	Adam Clapton	Deputy Town Clerk
	Sharon Groth	Town Clerk
	Simon Wright	Democratic & Legal Services Officer
Others:	No members of the public.	

With no legislation in place for the Town Council to hold virtual meetings, and because of the ongoing Covid-19 Pandemic, the Parks & Recreation Committee formed virtually as an Advisory Committee. Any recommendations outside of the current work's programme, budget or policy will require ratification at the Full Council meeting held on 14 February 2022.

PR12 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Ashbourne & McMahon

PR13 **DECLARATIONS OF INTEREST**

There were no declarations of interest from members or officers.

PR14 **MINUTES**

The minutes of the Parks & Recreation Committee held on 1 November 2021 were received as a correct record.

There were no matters arising.

PR15 **PARTICIPATION OF THE PUBLIC**

There was no public participation.

PR16 **FOOD TRADING AT RECREATION GROUNDS**

Consideration was given to the report of the Deputy Town Clerk regarding food trading operations from Town Council recreation grounds in 2022.

Members noted that the current arrangement at West Witney had worked well during the trial period. Members agreed that this should be continued at the current rental until the end of March. In respect of renewal from 1 April it was proposed and agreed that a charge of £40 per day be implemented which was comparable to other local Council trading charges.

Discussion ensued regarding other sites, and it was noted that the previously agreed arrangements for The Leys during 2021 had not been pursued for licensing reasons. Members identified The Leys and Burwell as possible sites for food trading and it was noted that a consistent approach was needed. It was agreed that if expressions of interest were received they could be brought back to the committee for consideration.

Resolved:

1. That, the current arrangements at West Witney Sports Ground be continued, at the current fee, until 31 March 2022;
2. That, the agreement be renewed from 1 April 2022 at the new rate of £40 per day; and
3. That, in respect of The Leys and Burwell any expressions of interest be presented at the next meeting of the committee for determination.

PR17 **KING GEORGE V – PROVISION OF TOILETS**

The report of the Project Officer was received and considered.

Members noted the requirements of the Football Association regarding financial support and associated criteria. It was agreed that the original option for a converted container on site was not feasible.

Members discussed alternative options including the nearby Newland allotment site, providing portaloos or in the longer term an agreement with Woodgreen School or the Newland Church Centre.

Recommended:

1. That, the provision of toilet facilities as outlined in the report is not pursued; and
2. That, officers be requested to consider alternative provision on other neighbouring sites and report back to the committee.

PR18 **QUARRY ROAD PLAY AREA – ADDITIONAL EQUIPMENT**

The report of the Project Officer was considered. The views of Councillor Prosser, as local member, were also reported to the committee.

Members considered the three options outlined in the report. Discussion ensued regarding the Open Spaces Strategy which provides a strategic overview on play equipment for the coming years. Members acknowledged that there may be occasions that works outside of the plan may be required but a long-term management plan on all play areas should take place.

It was proposed that Option 3 which would mean renewal of equipment at end of its life in approximately five years time be supported.

On being put to the vote the proposition was carried. It was however emphasised that if additional budget became available then works could be undertaken in the interim.

Recommended:

That, Option 3 in the report be supported.

PR19 **LAND AT WITNEY ROAD DUCKLINGTON**

The report of the Operations & Estates Advisor was received and considered.

The committee discussed the location of existing accesses, land ownership and the Rights of Way in the area. Members noted the potential housing development in the area.

After discussion it was agreed that a new access gate and associated fencing should be installed on the access road at the South-Eastern end of the allotments with the existing stile being retained on the footpath.

Members acknowledged that any changes to access would need to be properly communicated with the Allotment Association and that Ducklington Parish Council should be made aware.

Recommended:

1. That a new access gate and associated fencing should be installed on the access road at the South-Eastern end of the allotments with the existing stile being retained on the footpath; and
2. That, any changes should be properly communicated to relevant parties.

PR20 **FINANCE/BUDGET REPORT**

The committee considered the report of the Town Clerk updating on the budget decision taken by Council and seeking consideration of the budgets allocated to Parks & Recreation issues.

It was noted that, following the earlier recommendation, there was the potential for additional income from food trading at recreation sites. It was noted that this was not guaranteed. It was further stated that the £5k previously allocated for Quarry Road Play Area could be released back to general funds but members agreed to retain it in the play equipment budget.

In respect of allocated funds, it was reported that plans for the extension of facilities at Burwell were awaited and then a decision on the £70k that had been allocated could be made. It was noted that the cleaning contract at The Leys had been reviewed but there were no proposals at this stage. An update on developments at the West Witney Sports Ground was given.

Recommended:

That, the potential additional income from food trading be recommended to the Policy, Governance & Finance Committee as an amendment to the 2022/23 budget estimates.

The meeting closed at: 6.47 pm

Chair