

**PARKS & RECREATION COMMITTEE MEETING OF THE
WITNEY TOWN COUNCIL**

Held on Monday, 27 June 2022

At 6.00 pm in the Gallery Room, The Corn Exchange, Witney

Present:

Councillor D Butterfield (Chair)

Councillors:	J Aitman	L Duncan
	L Ashbourne	O Collins (In place of V Gwatkin)
	T Ashby	
Officers:	Sharon Groth	Town Clerk
	Adam Clapton	Deputy Town Clerk
Others:	None	

PR330 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors V Gwatkin, D Enright and A McMahon.

PR331 DECLARATIONS OF INTEREST

There were no declarations of interest from members or officers.

PR332 MINUTES

The minutes of the meeting held on 16 May 2022 were considered.

Resolved:

That, the minutes of the Parks & Recreation Committee held on 16 May 2022 were received as a correct record and signed by the Chair.

PR333 PARTICIPATION OF THE PUBLIC

There was no public participation.

PR334 FINANCE REPORT

The Committee received and considered the financial report showing figures for aspects under its remit for the last Quarter, provided by the Town Clerk & Chief Executive Officer.

In response to a member, Officers advised the fallout of higher energy costs had yet to be seen within the Council's finances, but it would as the year went on. The Council had entered into a 1-year fixed rate for the current year.

Resolved:

That, the finance report be noted.

PR335 SPORTS PITCHES

The Committee received a verbal update from the Town Clerk & Chief Executive Officer concerning Madley Park Playing Fields, Windrush Place grass pitches and the cricket wicket at West Witney Sports Ground.

With regard to Madley Park playing fields, she explained there was a complex dual user agreement in place which the District Council's legal team were considering along with some draft Heads of Terms for the possible lease to WTC. A question on the maintenance of these pitches had been raised prior to the meeting as it appeared they were not being sufficiently maintained as pitches. This detail had been passed to the District Council to investigate further.

On Windrush Place grass pitches, the Town Clerk advised were still under the control of the developers because they had to be maintained for a two-year period before they could be utilised. The Town Clerk advised she had been approached by the development consortium to see if the Council would be prepared to take them on. There appeared to be a misunderstanding as the site Section 106 was managed by the District Council, she was waiting to have a meeting with the District Council Officers to understand what the problems were.

Members also heard that, on the advice of the English Cricket Board, a cricket boundary assessment had been commissioned at West Witney Sports Ground. The findings of the report suggested the tennis courts were a sufficient distance away from the pitches without the need for mitigation.

With the express permission of the Chair, the Town Clerk also provided an update on Unterhaching Park and Raleigh Crescent play areas.

The transfer of Unterhaching Park had been delayed while works of the safety surfacing were being procured by the District Council and appeared to be some way off. However, the Town Clerk was hopeful that a licence to use the land for a Platinum Jubilee Legacy Project, at the cost of the District Council, would be granted.

Members also heard that Heads of Terms for the freehold transfer of Raleigh Crescent Play Area were still being drafted by the District Council and a review of the offsite S106 contribution towards the upgrading of the basketball area.

Resolved:

That, the verbal update on sports pitches and play areas be noted.

PR336 SUMMER YOUTH ACTIVITIES

The Committee received and considered the report of the Venue & Events Officer concerning proposed summer youth activities by Got2b on the Town Council's land, and a request to use adjoining halls if required.

Members agreed that all event requests should be treated fairly, so documentation would need to be supplied, but were supportive of the Council covering costs from existing subsidised hire budgets.

Recommended:

1. That, the report be noted and,
2. That, the request for use of town council land be approved and,
3. That, the incurred cost be covered from existing subsidised hire budgets.

PR337 THE LEYS SKATEPARK

The Committee received and considered the report of the Project Officer concerning the proposed refurbishment of the Leys Skate Park.

Members were grateful for the report which was comprehensive and appeared to cover all aspects previously discussed on the project. The inclusivity of girls and need to increase the scope of the area to include other wheeled sports were welcomed by the Committee.

The funds allocated towards the project were included with those for further development of The Leys so it was agreed the project should be referred to the Leys Masterplan task and finish group to progress. It was confirmed that this part of the redevelopment would be project managed by the Town Council

Recommended:

1. That, the report be noted and,
2. That, the scope of the project and draft tender documents be agreed and,
3. That, the project be referred to the Leys masterplan task and finish group to progress.

PR338 BURWELL CHANGING ROOMS

The Committee received a verbal update from the Town Clerk & Chief Executive Officer.

Members were advised that Ridge & Partners had been appointed to draw up plans for the extension to the sports changing rooms. They had other preliminary works to do, such as producing new CAD drawings and plans of the existing, so designs were still awaited.

Resolved:

That, the verbal update be noted.

PR339 EXCLUSION OF PRESS & PUBLIC

Resolved:

That in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.

PR340 **LAKESIDE ALLOTMENTS ACCESS**

The Deputy Town Clerk provided a confidential verbal update on the gate which had been installed by the Town Council following a decision taken by this committee to ensure continued access via a private road to Lakeside Allotments.

The issue had been referred to this committee as the road was included in a planning application for the adjacent field and was used by pedestrians to access the Lake & Country Park, despite it being a private road in the ownership of a third party with signs to this effect.

Resolved:

That, the confidential verbal update be noted, and the gate remains in place to ensure ongoing access to the Council's facility.

PR341 **WEST WITNEY SPORTS GROUND**

The Committee received a confidential verbal update from the Town Clerk & Chief Executive Officer.

Members were advised a meeting had taken place with a representative of West Witney Sports & Social Club to discuss a list of outstanding matters. Further information was awaited following the meeting.

The Committee were also advised of an ongoing issue with a third party at the Sports Ground and were in agreement that correspondence should be issued affirming the Town Council's position.

In respect of the future of the site, the Town Clerk advised the Council's consultants had developed a further option for consideration which would be presented to the Council later in the week.

Resolved:

1. That, the verbal update be noted and,
2. That, correspondence is issued to the third-party at the Sports Ground affirming the Council's position in relation to an ongoing issue.

The meeting closed at: 6.44 pm

Chair