

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

**Held on Monday, 5 September 2022**

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

**Present:**

Councillor V Gwatkin (Chair)

Councillors:	D Butterfield T Ashby	L Duncan O Collins
Officers:	Sharon Groth Derek Mackenzie	Town Clerk Senior Administrative Officer & Committee Clerk
Others:	2 members of the public.	

**PR441 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors J Aitman, D Enright and L Ashbourne.

**PR442 DECLARATIONS OF INTEREST**

There were no declarations of interest from members or officers.

**PR443 MINUTES**

The minutes of the meeting held on 27 June 2022 were considered.

**Resolved:**

That, the minutes of the Parks & Recreation Committee held on 27 June 2022 were received as a correct record and signed by the Chair.

**PR444 PARTICIPATION OF THE PUBLIC**

*The Committee adjourned for this item.*

Chris Pyne addressed the Committee of behalf of Witney Tennis Club in respect of Item 10 Tennis Court Colour Coating. Questions followed from Committee members.

*The meeting reconvened following public participation.*

PR445 **WEST WITNEY SPORTS GROUND - TENNIS COURT COLOUR COATING**

The Chair proposed that this item be moved up the agenda in order for the members of the public to listen to the discussion.

The committee received and considered the report of the Project Officer along with the information provided during the public participation session.

Witney Lawn Tennis club had suggested waiting for 6 weeks to see if the situation improved and if not that a slip test be carried out to find out if they were within the tolerated standard.

**Resolved:**

1. That the report be noted;
2. That, on the suggestion of the tennis club, the Council waits until w/c 17th October to assess if the slip testing is required;
3. That, if slip testing is required Contractor 1 be commissioned at a cost of £1,250

The two members of the public left the meeting following this item.

At the request of a Member the Chair agreed to take confidential item no 13. Property Matters next.

PR446 **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.

PR447 **PROPERTY MATTERS**

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

In respect of the future development of the site, Members were advised a meeting had taken place with WODC to discuss sports across Witney.

WODC were meeting internally to agree it's overall Sports Strategy, and several more meetings had been scheduled which the Chair and Town Clerk would attend.

**Resolved:**

1. That, the verbal update be noted and,
2. That, this item be considered further at the Policy, Governance & Finance Committee on 26 September

Following this item, the Committee reverted back into open session for the remainder of the agenda items.

PR448 **COMMITTEE WORK PLAN**

The Committee received and considered the report of the Deputy Town Clerk which updated the Members on the status of the various projects agreed.

**Resolved:**

That, the report be noted.

PR449 **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.

The Town Clerk informed she had been approached by another party to pitch a food van on the site at West Witney Sports Ground. The committee requested that further details are obtained and a review carried out of the current situation.

In response to a member, the Town Clerk reminded the committee that 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 fixed rate arrangement.

**Resolved:**

1. That, the finance report be noted and,
2. That, the Officers investigate options regarding West Witney Snack Vans(s) and provide report to Policy, Governance & Finance Committee on 26<sup>th</sup> September 2022.

PR450 **PLAY AREA REVIEW**

The Committee received and considered the comprehensive report of the Project Officer, following her review of all the play areas in the Town Council's ownership, in order to try and develop a programme of renewals. This had been in line with the Open Spaces Strategy action IS1.

Members discussed the priority of refurbishments, and pointed out that the report should extend to the Raleigh Crescent and Unterhaching Play Areas as these would eventually be transferred over from WODC, and some were already showing signs of wear and tear.

The Members requested that the Project Officer provide a timeline of replacements in order to calculate an annual budget that needed to be set aside and suggested that £50,000 should be budgeted for each play area.

Inclusive equipment was also considered, and Members felt strongly that thought should be given to the age ranges.

**Resolved:**

1. That the report of the Project officer be noted;
2. That a task and finish group as suggested by the Project Officer to lead on the future management plan is not required;
3. That a tour of the play areas is not required;

4. That the Committee agreed with the priority of refurbishments as set out in the report;
5. That the Committee agreed to taking a Holistic approach to renewing play areas;
6. That the Committee requested that the Project Officer provide a timeline with the estimated replacement date of each play area, based on the life span of each play area being 15 years;
7. That at least one piece of inclusive equipment be installed in each play area and the play provision be thought through in relation to the age of children;
8. That a budget of £50,000 per play area be agreed and spread over the entire length of the timeline agreed at resolution 6 above;
9. That the report be extended to include Raleigh Crescent, Unterhaching Play Area – and Waterford Road and Cedar Drive as these will eventually be transferred over to Witney Town Council, with these being included in the timeline and budget projections.

**PR451 BOWLS GREENS - DITCH INFILL**

The Committee considered the report of the Maintenance & Environmental Officer, which explained the situation around the current practice of maintaining the ditch infill at both bowls greens.

The Maintenance & Environmental Officer was suggesting rubber spiked matting called hedgehog matting. Members thought this was a good idea and discussed how this could be funded given the limited budgets available. A Member mentioned that on the success of the Commonwealth Games 2022 there was some legacy funding available – a scheme called ‘United 2022’, and wondered if the clubs could apply.

**Resolved:**

1. That, the report be noted, and
2. That Maintenance & Environmental Officer contact the Bowls clubs to discuss how they can support some of the costs, and suggest that they could apply to the Commonwealth Games 2022 legacy grant funding, scheme “United 2022”.

**PR452 KING GEORGE V RECREATION GROUND - DEFIBRILLATOR**

The Committee considered the report of the Project Officer. Members were disappointed that the football clubs would not consider making the application to the FA to partially fund a defibrillator. Members discussed the alternatives and for the Council to fund this vital piece of equipment and agreed to go ahead with securing a defibrillator at this site.

**Resolved:**

1. That, the report be noted;
2. That irrespective of the decision of the football teams, the purchase of the Defibrillator should be made and cost met by the council in full.

**PR453 BURWELL HALL - OPTIONS FOR CHANGING ROOM EXTENSIONS**

The committee received and considered the report of the Project Officer. The committee’s preference was for plan 2.1 followed by 1.2. As costings were not available it was requested that the Project Officer obtain costings ahead of the Policy Governance & Finance meeting on 26 September so a decision on what plan to proceed with could be made.

The Committee were also concerned to read in the report that CHP Fuel Cell Boilers were not supported by the consultants and asked that the Project Officer and Maintenance & Environmental Officer speak further with them to understand why and what the alternatives were.

**Resolved:**

1. That, the report be noted;
2. That the Project Officer obtain costings for plans 2.1 and 1.2 and report back to the Policy Governance & Finance Committee at the meeting scheduled for 26<sup>th</sup> September 2022.

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The meeting closed at: 7.07 pm

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Chair