Parks & Recreation
Committee Meeting of Witney Town Council

Monday, 4th September, 2023 at 6.00 pm

To members of the Parks & Recreation Committee - D Newcombe, J Aitman, T Ashby, O Collins, R Crouch, D Edwards-Hughes, R Smith and S Simpson (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Gallery Room, The Corn Exchange, Witney** for the transaction of the business stated in the agenda below.

Admission to Meetings

All Council meetings are open to the public and press unless otherwise stated.

Any member of the public wishing to attend the meeting and speak on a particular item should contact the Committee Clerk (derek.mackenzie@witney-tc.gov.uk) in advance.

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

As a matter of courtesy, if you intend to record any part of the proceedings, please let the Deputy Town Clerk or Committee Clerk know before the start of the meeting.

Agenda

1. **Apologies for Absence**

   To consider apologies and reasons for absence.

   Committee Members who are unable to attend the meeting should notify the Committee Clerk derek.mackenzie@witney-tc.gov.uk **prior** to the meeting, stating the reason for absence.

   Standing Order 30(a)(v) permits the appointment of substitute Councillors to a Committee whose role is to replace ordinary Councillors at a meeting of a Committee if ordinary Councillors of the Committee have confirmed to the Proper Officer **before** the meeting that they are unable to attend.

2. **Declarations of Interest**

   Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct.

3. **Minutes** (Pages 3 - 6)

   a) To adopt and sign as a correct record the minutes of the Parks & Recreation Committee held on 3 July 2023 ;

   b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on the progress on any item).

4. **Participation of the Public**

   The meeting will adjourn for this item.

   Members of the public may speak for a maximum of five minutes each during the period of public

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participation, in line with Standing Order 42. Matters raised shall relate to the following items on the agenda. 5

5. **Finance Report** (Pages 7 - 16)

To receive the report of the Responsible Financial Officer (R.F.O).

Parks

6. **Play Area Renewals** (Pages 17 - 22)

To receive and consider the report of the Operations Manager.

7. **Skate Park Refurbishment Update** (Pages 23 - 26)

To receive the report of the Head of Estates & Operations.

Recreation

8. **Recreation Ground Signage** (Pages 27 - 30)

To receive and consider the report of the Operations Manager.

9. **West Witney Sports Ground Storage Request - Witney Road Runners** (Pages 31 - 32)

To receive and consider the report of the Operations Manager.

10. **Exclusion of Press & Public**

To consider and if appropriate, to pass the following resolution:

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.

11. **Play Area Transfers Update** (Pages 33 - 34)

To receive the confidential report of the Town Clerk/C.E.O.

12. **Major Projects Update** (Pages 35 - 40)

To receive the confidential report of the Town Clerk/C.E.O.

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PARKS & RECREATION COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Monday, 3 July 2023

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

Present:

Councillor D Newcombe (Chair)

Councillors:	J Aitman	D Edwards-Hughes
	T Ashby	R Smith
	O Collins	S Simpson
	R Crouch	
Officers:	Adam Clapton	Deputy Town Clerk
	Mark Lewis	Head of Estates & Operations
	Derek Mackenzie	Senior Administrative Officer & Committee Clerk
	Angus Whitburn	Operations Manager
Others:	2 members of the public.	

PR359 **APOLOGIES FOR ABSENCE**

No apologies for absence were received.

PR360 **DECLARATIONS OF INTEREST**

There were no declarations of interest from Members or Officers.

PR361 **MINUTES**

The minutes of the Parks & Recreation Committee meeting held on 22 May 2023 were received.

P255 – A Member provided an update in respect of a hogging path at West Witney which could be used by Parkrun and that there may be an opportunity in Autumn 2023 to access grant funding. An update would follow at a future meeting.

Resolved:

That, the minutes of the Parks & Recreation Committee meeting held on 22 May 2023 be approved as a correct record of the meeting and be signed by the Chair.

PR362 **PARTICIPATION OF THE PUBLIC**

The Committee adjourned for this item.

The committee received representations from two members of Spartan Rangers Football Club concerning Agenda Item 7. Questions followed from members.

The Committee reconvened.

PR363 **FINANCE REPORT**

The Committee received the report of the Responsible Financial Officer.

No questions arose from Members.

Resolved:

That, the report be noted.

PR364 **LEYS TRAFFIC CALMING**

The Committee received the report of the Deputy Town Clerk regarding the final design plans received from Oxfordshire County Council for traffic calming on The Leys service road.

All members were in agreement with the implementation of the final updated plan.

Recommended:

1. That, the report is noted and,
2. That, confirmation is sent to OCC that the town council approves the plans with a contribution being made of £5,000 to the implementation of the scheme.

PR365 **PRE-SEASON FOOTBALL PITCH UPDATE**

The Committee received and considered the report of the Operations Manager in respect of the council's football pitch provision.

The Operations Manager gave a verbal update explaining the history of the football pitches under the Town Council's control as well as talking through the options outlined in the report.

Members were concerned about the potential removal of the Cricket Square at The Leys which had been presented an option to increase the number of available adult football pitches. Even though the square had not been in use for over four years, if it was removed it would be difficult to return it in the future should the need for cricket to be played there occur.

In addition, the re-establishment of a football pitch on the current event field at The Leys would mean that there would be significant impact for one year on events being held whilst the work was carried out. Members were again concerned that although football was in great demand, there was a large portion of the community which did not participate and would be affected by the reduction or relocation of annual events if they were unable to take place on The Leys, which is after all was a central location.

Members agreed that the Town Council should contact local cricket clubs and former users of the Leys Cricket Square to establish their future requirements and needs and to make Contact with the landowners of the "Henry Box Sport fields" to investigate the options that may exist for events or sporting activities to be held there.

With regard to additional football pitches, Members noted that new facilities at Windrush Place should be playable for the forthcoming season. Discussions were ongoing at District Council level with developers regarding these pitches, including their playability, availability and potential use but being aware of the expected needs, it was agreed the town council should correspond with the District Council to express the urgency for them to be utilised from September.

The Operations Manager emphasised that although additional pitches and resources may become available in the longer term, the council needed to make a decision regarding what facilities it had under its ownership now.

Resolved:

1. That, the report and verbal update is noted and,
2. That, officers speak with cricket clubs and former users of The Leys Cricket Square to establish demand and,
3. That, Officers contact the landowner of Henry Box School playing field to ascertain if it could be used for sporting activities and events and,
4. That, the Town Council writes to West Oxfordshire District Council to request that a playability report on the pitches is undertaken as soon as possible, and if suitable, that a temporary access is constructed to ensure the pitches can be used for the forthcoming season.

PR366 **WEST WITNEY CRICKET RENTAL AGREEMENT**

The Committee received and considered the report of the Operations Manager regarding a request for a rental agreement at West Witney Sports Ground from Witney Swifts Cricket Club.

As discussed earlier in the meeting there was a potential for the cricket square at The Leys may be removed and therefore Members discussed that the council, if they agreed to an exclusive rental agreement, would be left without a cricket square that would be available to any other team that wishes to play in the town.

Officers confirmed the Council had already had two cricket teams use the facility at West Witney for occasional games this year.

Regarding the request from Witney Swifts for them to take on the ground's maintenance, the Operations Manager gave members a summary of the work the Council carries out in preparation for matches which was necessary to meet the league playing standard, and he highlighted the potential for loss to the council if incorrect methods lead to damage of the pitch.

It was agreed that Officers should contact Witney Swifts and enquire what improvements could be made to ground maintenance to improve the playing experience within the league and therefore help resolve their issues without the Council passing responsibility and running of the facility to a third party.

Resolved:

1. That, the report and verbal update be noted and,
2. That, a decision is deferred to allow Officers to further explore options of improving the facility and,

3. That, Officers speak with Witney Swifts to ascertain if any improvements they desire can be made to the ground.

PR367 **EXCLUSION OF PRESS & PUBLIC**

Resolved:

That in accordance with section (1(2) of the Public Bodies (admission 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.

PR368 **PROPERTY, LEGAL & PROJECT MATTERS**

The Deputy Town Clerk and Head of Estates provided a confidential verbal update in respect of additional tennis court colour-coating at West Witney Sports Ground.

It was reported the council had been successful in recouping the costs associated with the additional slip test report and Members agreed half of this amount should be provided to Witney Lawn Tennis Club.

Recommended:

1. That, the verbal update be noted and,
2. That, half of the recouped costs provided to the Town Council be paid to Witney Lawn Tennis Club.

The meeting closed at: 7.22 pm

Chair

PARKS & RECREATION COMMITTEE

Date: Monday, 4 September 2023

Title: Finance Report

Contact Officer: Responsible Financial Officer (RFO)

Should Members have any queries about this report advance notice would be appreciated, in writing, by 12noon on the day of the meeting to allow for a full response at the meeting.

BACKGROUND

Detailed income and expenditure statements for budgets which are the responsibility of this committee are enclosed; these are the management accounts for this committee. The period to which this report relates is 1 April 2023 to 31 July 2023.

For the Parks and Recreation Committee the following cost centres are in place. Cost centres, comprising three digits, typically represent a discrete service entity, to which income and expenditure is allocated against previously agreed revenue budgets.

Cost centre	Service
201	Splash Park at the Leys Recreation Ground
202	The Leys Recreation Ground
203	West Witney Sports Ground
204	Burwell (Queen Elizabeth 2) Sports Ground
205	King George V/ Newland Recreation Ground
207	Moorland Road Play Area
208	Woodgreen/ Play Area
209	Eton Close Play Area
210	Oxlease Play Area
211	Fieldmere Play Area
212	Quarry Road Play Area
213	Ralegh Crescent Play Area
214	Park Road Play Area

Within each cost centre income and expenditure is then allocated to a four-digit nominal ledger code; these codes are common across the cost centres. Nominal ledger codes further define the costs associated with the cost centre and correspond to a specific type of account, such as materials or staffing costs. Codes commencing with "1" are income codes; codes commencing with "4" are expenditure codes.

A report is submitted to every ordinary meeting of the standing committees and previous reports are available on the relevant committee section of the website.

CURRENT SITUATION

Council financial years run from 1 April to 31 March following. Consequently the management accounts to 31 July represent the first four months of the 2023/24 year.

Members may wish to note the following matters in relation to the management accounts:

1. Recharges. The following recharges have been processed for the period 1 April to 30 June:
   (i) 4896 – Maintenance staff;
   (ii) 4897 – Maintenance staff overhead;
   (iii) 4892 – Central support staff;
   (iv) 4893 – Central support overhead.
2. No recharges have been processed in relation to 4894 – grounds staff, 4895 – grounds staff overhead and 4899 Depot reallocation. It is anticipated that these will be included in the report to the meeting due to take place on 30 October 2023.
3. Income. Invoices were raised in August 2023 in relation to annual rentals/fees/charges in relation to codes 1043/202, 1050/202,1042/203, 1044/203, 1045/203, 1050/203 and 1060/203. These will be reflected in the report to the meeting due to take place on 30 October 2023.
4. Income - note the seasonal nature of the income in relation to sports facilities, with cricket skewed to the April – September period when income from football is much lower.
5. Code 4110/202 Subsidised lettings the Leys. The expenditure of £4,545 in the year to date is in relation to the use of the Leys in relation to the Witney Pride, Witney Music Festival and Witney Carnival. The income code 1051 – ground hire, is credited with the same amount.
6. Code 4036/203 property maintenance West Witney. Budget £1,500, spend to date £2,881. This is higher than budget due to the installation of the new water pump/ irrigation system for the bowls greens, costing £2,516. This was agreed by the Committee on 6 March 2023 (minute PR118). As with any other codes which are over-budget, the appropriate funding adjustments will be made during the next cycle, which may include use of earmarked reserves or virements (transferring funds from an underspend against another code).
7. Code 4046/203 sports equipment West Witney. Spend £1,354 but no budget. This relates to the purchase of the cricket boundary rope and winder system, as agreed by the Committee at its meeting of 6 March 2023 (minute PR117).
8. All codes 4047 – play equipment maintenance. As previously advised a budget is allocated to each of the play areas on an annual basis. This is not always required and so at the year-end any underspend is transferred to the appropriate earmarked reserve. However when spending is required it will sometimes exceed the annual budget amount allocated to the relevant site for that year and so the difference is funded either through the earmarked reserve or from a virement from underspent budgets on other sites. For the year to date this is the case for Code 4047/205 play equipment maintenance King George V/ Newland where spend of £642 exceeds the £500 budget and Code 4047/212 play equipment maintenance Quarry Road where spend of £1,546 exceeds the £250 budget.

Note also the following comments relating to the management accounts across the Council:

1. There will always be an inevitable “lag” between expenditure being incurred and being shown in the accounts. However the introduction of the computerised purchase order from

September will mean that committed expenditure will be shown on future reports, improving the timeliness of financial information.

2. Expenditure is not necessarily incurred evenly over the course of the year. For example most expenditure in relation to nominal ledger code 4025 (insurance) is incurred when the annual premium is paid in April. There will also be similar patterns on the income as noted for football and cricket fees paid and for some annual charges for rentals etc.
3. Fixed assets. Members will recall that the Council has moved away from the previous method of accounting for fixed assets so that they now reflect the requirements of the Joint Panel on Accountability and Governance Practitioners' Guide (2023) for the size of the Town Council (income 2022/23 £2.3mi; expenditure £2.1mi) rather than the requirements for larger authorities with an annual turnover in excess of £6.5mi. This means that the end of year financial accounts will more clearly reflect the management accounting information received by Members during the course of the year and that codes 5198 – deferred grant released and 5199 – depreciation charge to service, both of which do not feature in the budget or in-year management accounts, will no longer appear on the month 12 management accounts. Appropriate adjustments have been made in the 2022/23 accounts.
4. Members will likewise recall that the Council is now accounting for earmarked reserve movements differently. The previous system, used by this and other councils, was to represent in-year funding from earmarked reserves as negative expenditure (4995 – transfer from earmarked reserves) and transfers to earmarked reserves as expenditure (code 4991). These fund movements will in future be shown in the final accounting column "Transfer to/from EMR" so they do not impact on expenditure but are correctly shown as funding. Appropriate adjustments have been made in the 2022/23 accounts.

Subject to the above there are no matters of significant variance which I would draw to the attention of Members.

REVENUE BUDGET 2024-25 AND CAPITAL & SPECIAL REVENUE PROJECTS 2024-25 AND BEYOND

In line with normal Council procedures, the RFO will shortly be commencing the annual review of all the Committees to prepare the revenue budget for 2024-25.

Draft budgets are prepared based upon current activities and patterns of income and expenditure. Any additional revenue expenditure is considered separately as Revenue Growth Items.

It is also normal practice that during the budget cycle the Council considers the Capital and Special Revenue budget to identify which projects or schemes are to be implemented and undertaken during the next financial year.

Therefore Members are requested to consider items to be included in next year's budget so that Officers can obtain costings accordingly. This will then enable the RFO to draft as accurate budget estimates as possible.

ENVIRONMENTAL IMPACT

The Council declared a Climate Change Emergency at its meeting on 26 June 2019; with this in mind Councillors should have due regard to the environmental impact of any decisions they make regarding the facilities and services it operates.

Officers are continually assessing the environmental impact of services and assets to ensure that where possible measures are taken to support the Council's climate declaration of carbon neutrality by 2028. This extends to the procurement of goods and services.

RISK

In decision making Councillors should consider any risks to the Council and any action it can take to limit or negate its liability.

Members are reminded that collectively they are custodians of the public purse with most of the funding coming from the taxpayers of Witney. Therefore, Officers ensure they get best value, value for money, and comply with the Council's Standing Orders, Financial Regulations, and Procurement Policy.

FINANCIAL IMPLICATIONS

This report forms part of the Council's due diligence and a process in line with its Financial Regulations. The financial implications are detailed above and in the attached appendices.

RECOMMENDATION

Members are invited to note the report and approve the Committee's management accounts for the period 1 April to 31 July 2023.

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Parks & Recreation									
201	SPLASHPARK								
4012	WATER RATES	10,196	938	12,000	11,063		11,063	7.8%	
4016	CLEANING MATERIALS	174	0	300	300		300	0.0%	
4036	PROPERTY MAINTENANCE	1,311	0	5,000	5,000		5,000	0.0%	
4047	PLAY EQUIP MAINTENCE	13	0	2,500	2,500		2,500	0.0%	
4048	ENG.INSPEC.(VATABLE)	434	0	500	500		500	0.0%	
4888	O/S STAFF RCHG (TO 30/09/23)	6,298	0	0	0		0	0.0%	
4890	O/S O'HEAD RCHG (TO 30/09/22)	1,457	0	0	0		0	0.0%	
4896	MTCE STAFF RECHARGE	2,224	408	9,474	9,066		9,066	4.3%	
4897	MTCE O'HEAD RECHARGE	220	57	927	870		870	6.1%	
4899	DEPOT REALLOCATION	0	0	990	990		990	0.0%	
	SPLASHPARK :- Indirect Expenditure	**22,326**	**1,403**	**31,691**	**30,288**	**0**	**30,288**	**4.4%**	**0**
	Net Expenditure	**(22,326)**	**(1,403)**	**(31,691)**	**(30,288)**				
202	THE LEYS RECREATION GROUND								
1020	SPORTS - FOOTBALL	1,143	377	2,000	1,623			18.9%	
1043	GREEN FEES - WTBC	4,620	0	5,080	5,080			0.0%	
1050	RENT RECEIVED	1,000	0	1,000	1,000			0.0%	
1051	GROUND HIRE	18,017	6,245	15,000	8,756			41.6%	
1052	EXPENSES RECOVERED	977	0	150	150			0.0%	
1058	WATER RECOVERED	175	0	150	150			0.0%	
1059	ELECTRICITY RECOVER	0	0	20,000	20,000			0.0%	
	THE LEYS RECREATION GROUND :- Income	**25,933**	**6,622**	**43,380**	**36,758**			**15.3%**	**0**
4012	WATER RATES	6,687	1,164	0	(1,164)		(1,164)	0.0%	
4014	ELECTRICITY	8,755	(364)	24,800	25,164		25,164	(1.5%)	
4017	CONTRACT CLEAN/WASTE	10,265	4,566	10,000	5,434		5,434	45.7%	
4021	TELEPHONE/FAX	18	0	0	0		0	0.0%	
4025	INSURANCE	224	224	240	16		16	93.3%	
4036	PROPERTY MAINTENANCE	1,401	1,318	7,500	6,182		6,182	17.6%	
4037	GROUNDS MAINTENANCE	4,588	280	5,000	4,720		4,720	5.6%	
4038	OTHER MAINTENANCE	142	0	2,500	2,500		2,500	0.0%	
4046	SPORTS EQUIPMENT	3,425	0	4,000	4,000		4,000	0.0%	
4047	PLAY EQUIP MAINTENCE	475	233	5,000	4,767		4,767	4.7%	
4048	ENG.INSPEC.(VATABLE)	499	989	550	(439)		(439)	179.8%	
4049	PLAY RISK ASSESSMENT	126	135	500	365		365	27.0%	
4110	SUBSIDIZED LETTINGS	5,343	4,545	10,000	5,456		5,456	45.4%	
4215	IN BLOOM - INC SCHOOLS CHALLEN	0	0	1,000	1,000		1,000	0.0%	

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		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4888	O/S STAFF RCHG (TO 30/09/23)	10,964	0	0	0		0	0.0%	
4890	O/S O'HEAD RCHG (TO 30/09/22)	3,237	0	0	0		0	0.0%	
4891	AGENCY R/C (TO 30/09/22)	34,101	0	0	0		0	0.0%	
4892	C/S STAFF RCHG	13,858	3,738	17,967	14,229		14,229	20.8%	
4893	C/S O'HEAD RCHG	4,532	2,202	5,176	2,974		2,974	42.5%	
4894	GROUNDS STAFF RECHARGE	5,580	0	23,566	23,566		23,566	0.0%	
4895	GROUNDS O'HEAD RECHARGE	2,905	0	8,701	8,701		8,701	0.0%	
4896	MTCE STAFF RECHARGE	14,369	7,897	41,731	33,834		33,834	18.9%	
4897	MTCE O'HEAD RECHARGE	2,064	932	4,084	3,152		3,152	22.8%	
4899	DEPOT REALLOCATION	0	0	4,361	4,361		4,361	0.0%	
	THE LEYS RECREATION GROUND :- Indirect Expenditure	**133,557**	**27,858**	**176,676**	**148,818**	**0**	**148,818**	**15.8%**	**0**
	Net Income over Expenditure	**(107,624)**	**(21,237)**	**(133,296)**	**(112,059)**				
203	WEST WITNEY SPORTS GROUND								
1020	SPORTS - FOOTBALL	7,024	923	6,500	5,577			14.2%	
1021	SPORTS - CRICKET	1,464	1,047	1,500	453			69.8%	
1041	RENTAL - TENNIS CLUB	4,520	0	4,970	4,970			0.0%	
1042	RENTAL- PROJ.RANGE	2,650	0	2,915	2,915			0.0%	
1044	GREEN FEES - WMBC	2,770	0	3,050	3,050			0.0%	
1045	GREEN FEES - WWBC	2,770	0	3,050	3,050			0.0%	
1050	RENT RECEIVED	15,268	0	9,850	9,850			0.0%	
1052	EXPENSES RECOVERED	929	0	0	0			0.0%	
1054	EASEMENTS/WAYLEAVES	6	6	6	0			100.0%	
1060	INSURANCE RECOVERED	363	0	400	400			0.0%	
	WEST WITNEY SPORTS GROUND :- Income	**37,763**	**1,976**	**32,241**	**30,265**			**6.1%**	**0**
4025	INSURANCE	676	749	725	(24)		(24)	103.3%	
4036	PROPERTY MAINTENANCE	891	2,881	1,500	(1,381)		(1,381)	192.1%	
4037	GROUNDS MAINTENANCE	806	1,531	2,500	969		969	61.2%	
4046	SPORTS EQUIPMENT	2,462	1,354	0	(1,354)		(1,354)	0.0%	
4048	ENG.INSPEC.(VATABLE)	175	185	200	15		15	92.6%	
4059	OTHER PROF FEES	250	1,050	2,000	950		950	52.5%	
4888	O/S STAFF RCHG (TO 30/09/23)	5,528	0	0	0		0	0.0%	
4890	O/S O'HEAD RCHG (TO 30/09/22)	1,496	0	0	0		0	0.0%	
4891	AGENCY R/C (TO 30/09/22)	26,486	0	0	0		0	0.0%	
4894	GROUNDS STAFF RECHARGE	5,580	0	23,566	23,566		23,566	0.0%	
4895	GROUNDS O'HEAD RECHARGE	2,905	0	8,701	8,701		8,701	0.0%	
4896	MTCE STAFF RECHARGE	10,560	7,630	12,690	5,060		5,060	60.1%	
4897	MTCE O'HEAD RECHARGE	1,444	866	1,242	376		376	69.7%	
4899	DEPOT REALLOCATION	0	0	1,326	1,326		1,326	0.0%	
	WEST WITNEY SPORTS GROUND :- Indirect Expenditure	**59,259**	**16,246**	**54,450**	**38,204**	**0**	**38,204**	**29.8%**	**0**
	Net Income over Expenditure	**(21,496)**	**(14,269)**	**(22,209)**	**(7,940)**				

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		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
204	BURWELL (QE2) SPORTS GROUND								
1020	SPORTS - FOOTBALL	5,982	1,308	3,850	2,542			34.0%	
	BURWELL (QE2) SPORTS GROUND :- Income	**5,982**	**1,308**	**3,850**	**2,542**			**34.0%**	**0**
4036	PROPERTY MAINTENANCE	13	0	1,000	1,000		1,000	0.0%	
4037	GROUNDS MAINTENANCE	0	420	0	(420)		(420)	0.0%	
4046	SPORTS EQUIPMENT	1,431	0	3,000	3,000		3,000	0.0%	
4047	PLAY EQUIP MAINTENCE	160	0	2,000	2,000		2,000	0.0%	
4048	ENG.INSPEC.(VATABLE)	499	529	550	21		21	96.2%	
4049	PLAY RISK ASSESSMENT	63	68	100	33		33	67.5%	
4888	O/S STAFF RCHG (TO 30/09/23)	3,843	0	0	0		0	0.0%	
4890	O/S O'HEAD RCHG (TO 30/09/22)	981	0	0	0		0	0.0%	
4891	AGENCY R/C (TO 30/09/22)	12,350	0	0	0		0	0.0%	
4894	GROUNDS STAFF RECHARGE	3,985	0	16,833	16,833		16,833	0.0%	
4895	GROUNDS O'HEAD RECHARGE	2,075	0	6,215	6,215		6,215	0.0%	
4896	MTCE STAFF RECHARGE	5,298	3,788	3,217	(571)		(571)	117.7%	
4897	MTCE O'HEAD RECHARGE	788	424	315	(109)		(109)	134.7%	
4899	DEPOT REALLOCATION	0	0	336	336		336	0.0%	
	BURWELL (QE2) SPORTS GROUND :- Indirect Expenditure	**31,484**	**5,228**	**33,566**	**28,338**	**0**	**28,338**	**15.6%**	**0**
	Net Income over Expenditure	**(25,502)**	**(3,921)**	**(29,716)**	**(25,795)**				
205	KING GEORGE V / NEWLAND								
1020	SPORTS - FOOTBALL	1,106	304	1,000	696			30.4%	
	KING GEORGE V / NEWLAND :- Income	**1,106**	**304**	**1,000**	**696**			**30.4%**	**0**
4036	PROPERTY MAINTENANCE	0	0	500	500		500	0.0%	
4037	GROUNDS MAINTENANCE	0	140	2,000	1,860		1,860	7.0%	
4047	PLAY EQUIP MAINTENCE	0	642	500	(142)		(142)	128.4%	
4048	ENG.INSPEC.(VATABLE)	412	437	450	13		13	97.1%	
4049	PLAY RISK ASSESSMENT	63	68	100	33		33	67.5%	
4100	GRANTS GENERAL	0	0	500	500		500	0.0%	
4888	O/S STAFF RCHG (TO 30/09/23)	1,246	0	0	0		0	0.0%	
4890	O/S O'HEAD RCHG (TO 30/09/22)	191	0	0	0		0	0.0%	
4891	AGENCY R/C (TO 30/09/22)	5,926	0	0	0		0	0.0%	
4894	GROUNDS STAFF RECHARGE	1,196	0	5,050	5,050		5,050	0.0%	
4895	GROUNDS O'HEAD RECHARGE	622	0	1,865	1,865		1,865	0.0%	
4896	MTCE STAFF RECHARGE	631	1,165	10,487	9,322		9,322	11.1%	
4897	MTCE O'HEAD RECHARGE	92	124	1,026	902		902	12.1%	
4899	DEPOT REALLOCATION	0	0	1,096	1,096		1,096	0.0%	
	KING GEORGE V / NEWLAND :- Indirect Expenditure	**10,380**	**2,575**	**23,574**	**20,999**	**0**	**20,999**	**10.9%**	**0**
	Net Income over Expenditure	**(9,274)**	**(2,271)**	**(22,574)**	**(20,303)**				

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		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
207	MOORLAND ROAD PLAY AREA								
4047	PLAY EQUIP MAINTENCE	0	0	500	500		500	0.0%	
4048	ENG.INSPEC.(VATABLE)	239	253	275	22		22	92.0%	
4049	PLAY RISK ASSESSMENT	63	68	100	33		33	67.5%	
4890	O/S O'HEAD RCHG (TO 30/09/22)	(56)	0	0	0		0	0.0%	
4896	MTCE STAFF RECHARGE	0	0	2,775	2,775		2,775	0.0%	
4897	MTCE O'HEAD RECHARGE	0	0	272	272		272	0.0%	
4899	DEPOT REALLOCATION	0	0	290	290		290	0.0%	
	MOORLAND ROAD PLAY AREA :- Indirect Expenditure	**246**	**321**	**4,212**	**3,892**	**0**	**3,892**	**7.6%**	**0**
	Net Expenditure	**(246)**	**(321)**	**(4,212)**	**(3,892)**				
208	WOOD GREEN PITCHES/PLAY AREA								
4047	PLAY EQUIP MAINTENCE	0	103	500	397		397	20.6%	
4048	ENG.INSPEC.(VATABLE)	260	276	300	24		24	92.0%	
4049	PLAY RISK ASSESSMENT	63	68	100	33		33	67.5%	
4888	O/S STAFF RCHG (TO 30/09/23)	61	0	0	0		0	0.0%	
4890	O/S O'HEAD RCHG (TO 30/09/22)	(45)	0	0	0		0	0.0%	
4891	AGENCY R/C (TO 30/09/22)	1,167	0	0	0		0	0.0%	
4894	GROUNDS STAFF RECHARGE	1,196	0	5,050	5,050		5,050	0.0%	
4895	GROUNDS O'HEAD RECHARGE	622	0	1,865	1,865		1,865	0.0%	
4896	MTCE STAFF RECHARGE	356	0	3,305	3,305		3,305	0.0%	
4897	MTCE O'HEAD RECHARGE	54	0	323	323		323	0.0%	
4899	DEPOT REALLOCATION	0	0	345	345		345	0.0%	
	WOOD GREEN PITCHES/PLAY AREA :- Indirect Expenditure	**3,735**	**447**	**11,788**	**11,342**	**0**	**11,342**	**3.8%**	**0**
	Net Expenditure	**(3,735)**	**(447)**	**(11,788)**	**(11,342)**				
209	ETON CLOSE PLAY AREA								
4047	PLAY EQUIP MAINTENCE	0	0	250	250		250	0.0%	
4048	ENG.INSPEC.(VATABLE)	174	184	200	16		16	92.0%	
4049	PLAY RISK ASSESSMENT	63	68	100	33		33	67.5%	
4222	TINY FOREST EXPENSES	0	0	150	150		150	0.0%	
	ETON CLOSE PLAY AREA :- Indirect Expenditure	**237**	**252**	**700**	**449**	**0**	**449**	**35.9%**	**0**
	Net Expenditure	**(237)**	**(252)**	**(700)**	**(449)**				
210	OXLEASE PLAY AREA								
4047	PLAY EQUIP MAINTENCE	478	306	500	194		194	61.2%	

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		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4048	ENG.INSPEC.(VATABLE)	521	575	550	(25)		(25)	104.5%	
4049	PLAY RISK ASSESSMENT	63	68	100	33		33	67.5%	
4888	O/S STAFF RCHG (TO 30/09/23)	3,645	0	0	0		0	0.0%	
4890	O/S O'HEAD RCHG (TO 30/09/22)	1,022	0	0	0		0	0.0%	
4891	AGENCY R/C (TO 30/09/22)	6,971	0	0	0		0	0.0%	
4894	GROUNDS STAFF RECHARGE	1,196	0	5,050	5,050		5,050	0.0%	
4895	GROUNDS O'HEAD RECHARGE	622	0	1,865	1,865		1,865	0.0%	
4896	MTCE STAFF RECHARGE	149	0	4,935	4,935		4,935	0.0%	
4897	MTCE O'HEAD RECHARGE	25	0	483	483		483	0.0%	
4899	DEPOT REALLOCATION	0	0	516	516		516	0.0%	
	OXLEASE PLAY AREA :- Indirect Expenditure	**14,692**	**949**	**13,999**	**13,051**	**0**	**13,051**	**6.8%**	**0**
	Net Expenditure	**(14,692)**	**(949)**	**(13,999)**	**(13,051)**				
211	FIELDMERE PLAY AREA								
4047	PLAY EQUIP MAINTENCE	12	10	250	240		240	3.9%	
4048	ENG.INSPEC.(VATABLE)	260	276	300	24		24	92.0%	
4049	PLAY RISK ASSESSMENT	63	68	100	33		33	67.5%	
4888	O/S STAFF RCHG (TO 30/09/23)	61	0	0	0		0	0.0%	
4890	O/S O'HEAD RCHG (TO 30/09/22)	(77)	0	0	0		0	0.0%	
4896	MTCE STAFF RECHARGE	0	0	4,892	4,892		4,892	0.0%	
4897	MTCE O'HEAD RECHARGE	0	0	479	479		479	0.0%	
4899	DEPOT REALLOCATION	0	0	511	511		511	0.0%	
	FIELDMERE PLAY AREA :- Indirect Expenditure	**320**	**353**	**6,532**	**6,179**	**0**	**6,179**	**5.4%**	**0**
	Net Expenditure	**(320)**	**(353)**	**(6,532)**	**(6,179)**				
212	QUARRY ROAD PLAY AREA								
4047	PLAY EQUIP MAINTENCE	0	1,546	250	(1,296)		(1,296)	618.5%	
4048	ENG.INSPEC.(VATABLE)	217	230	250	20		20	92.0%	
4049	PLAY RISK ASSESSMENT	63	68	100	33		33	67.5%	
4888	O/S STAFF RCHG (TO 30/09/23)	1,227	0	0	0		0	0.0%	
4890	O/S O'HEAD RCHG (TO 30/09/22)	656	0	0	0		0	0.0%	
4896	MTCE STAFF RECHARGE	1,123	0	221	221		221	0.0%	
4897	MTCE O'HEAD RECHARGE	173	0	22	22		22	0.0%	
4899	DEPOT REALLOCATION	0	0	23	23		23	0.0%	
	QUARRY ROAD PLAY AREA :- Indirect Expenditure	**3,459**	**1,844**	**866**	**(978)**	**0**	**(978)**	**212.9%**	**0**
	Net Expenditure	**(3,459)**	**(1,844)**	**(866)**	**978**				

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		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
213	RALEGH CRESCENT PLAY AREA								
4013	RENT PAID	0	0	5	5		5	0.0%	
4047	PLAY EQUIP MAINTENCE	0	0	500	500		500	0.0%	
4049	PLAY RISK ASSESSMENT	0	0	100	100		100	0.0%	
4890	O/S O'HEAD RCHG (TO 30/09/22)	(89)	0	0	0		0	0.0%	
4896	MTCE STAFF RECHARGE	0	0	4,449	4,449		4,449	0.0%	
4897	MTCE O'HEAD RECHARGE	0	0	435	435		435	0.0%	
4899	DEPOT REALLOCATION	0	0	465	465		465	0.0%	
	RALEGH CRESCENT PLAY AREA :- Indirect Expenditure	**(89)**	**0**	**5,954**	**5,954**	**0**	**5,954**	**0.0%**	**0**
	Net Expenditure	**89**	**0**	**(5,954)**	**(5,954)**				
214	PARK ROAD PLAY AREA								
4013	RENT PAID	0	0	125	125		125	0.0%	
4047	PLAY EQUIP MAINTENCE	0	0	500	500		500	0.0%	
4048	ENG.INSPEC.(VATABLE)	0	0	275	275		275	0.0%	
4049	PLAY RISK ASSESSMENT	63	68	100	33		33	67.5%	
4888	O/S STAFF RCHG (TO 30/09/23)	187	0	0	0		0	0.0%	
4890	O/S O'HEAD RCHG (TO 30/09/22)	37	0	0	0		0	0.0%	
4896	MTCE STAFF RECHARGE	931	0	0	0		0	0.0%	
4897	MTCE O'HEAD RECHARGE	148	0	0	0		0	0.0%	
	PARK ROAD PLAY AREA :- Indirect Expenditure	**1,366**	**68**	**1,000**	**933**	**0**	**933**	**6.8%**	**0**
	Net Expenditure	**(1,366)**	**(68)**	**(1,000)**	**(933)**				
	Parks & Recreation :- Income	**70,784**	**10,210**	**80,471**	**70,261**			**12.7%**	
	Expenditure	**280,971**	**57,541**	**365,008**	**307,467**	**0**	**307,467**	**15.8%**	
	Movement to/(from) Gen Reserve	**(210,187)**	**(47,332)**						
	Grand Totals:- Income	**70,784**	**10,210**	**80,471**	**70,261**			**12.7%**	
	Expenditure	**280,971**	**57,541**	**365,008**	**307,467**	**0**	**307,467**	**15.8%**	
	Net Income over Expenditure	**(210,187)**	**(47,332)**	**(284,537)**	**(237,205)**				
	Movement to/(from) Gen Reserve	**(210,187)**	**(47,332)**						

PARKS & RECREATION COMMITTEE

Date: Monday, 4 September 2023

Title: Play Area Renewals

Contact Officer: Operations Manager

Background

Witney Town Council manages 10 play areas across Witney, annually these are inspected by ROSPA for health and safety failings. From the submitted report the council's maintenance team or contractors will action on the identified failings. These failings are rated on a risk level between 1 – 25, a rating of 12 or over generates a high-risk item. From this ROSPA will make recommendations that can potentially reduce the risk score. The only item across the 10 play areas scoring over 12 is the cableway at Burwell play area. The item received a score of 15.

A second consideration with the ROSPA reports is the play value of a piece of equipment. Although equipment can be safe it may be unrepairable and thus affect its enjoyment. ROSPA will identify when something is clearly unrepairable. The younger years multi-play at King Georges's play area scored a 7 on safety but has a bent slide which is unrepairable, and the link bridge is failing.

Current Situation

Due to the failings on the cableway at Burwell it has been decommissioned by removing the traveller so no one can use it. As the equipment was installed by council staff there is no solution to fix the failings as it would require the entire cableway to be removed. Cableways offer a large play value to users, and it is one of only two the council has.

Burwell Cable Way replacement specification

- Site preparation including removal of existing equipment.
- Installation of a 30m steel cableway with a single starting platform
- Utilisation of current loose fill bark surface

The younger years' multiplay at King George's recreation ground is an ageing piece of equipment. The slide has been bent down, not making it unsafe but definitely affecting its play value, and multiple points over the unit are close to the 40 per cent wear limit. The slide could be left as it is and the wear points could be covered with plate steel however this would only be a coverup and ultimately the unit will continue to degrade.

King George 4 years + multiplay replacement specification

- Site preparation including removal of existing equipment.
- Removals of wet pour surface
- Wet pour surface disposal
- Installation of 4+ year multiplay
- Rubber mulch surface

Surfacing

Bark has been the traditional surfacing preference for Witney Town Council but its maintenance cost is significant and its weekly maintenance is time-consuming. Newer wet pours have become easier to repair and instead, it is recommended that, where feasible, wet pour mulch be used as an alternative product.

Play areas renewal plan

There was a play area review by the Project Officer in September 2022, and the recommendation to the council was that a singular play area be refurbished each year. This was instead of the approach previously used of replacing just failed equipment. However, refurbishing a whole play area is a difficult approach as some equipment such as slides can be maintained for well over 30 years. But other equipment such as carousels may only last as long as the manufacturer's guarantee. Swings can be refreshed and easily refurbed with new chains and seats at a low cost.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019, Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Rubber-based play area surfacing is hard to dispose of and hard to reuse, so the council have traditionally opted to use play bark at many of its sites.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

The play areas offer import free activities for the children in Witney, and should the council be found not maintaining them they council be open for criticism.

If the funds below are utilised, it would also remove the opportunity to install any accessible equipment in any play areas this year, a further recommendation of the Project Officer's renewal plan in September 2022.

Financial implications

Described here or as stated in the report above.

- A reserve of £34,000 is held to cover the cost of replacement play equipment.

- Company 1: £38,651.00 excluding VAT

    - Burwell: £11,750.00 excluding VAT
    - King Georges: £25,561.00 excluding VAT
    - Other fees: £1540.00 excluding VAT

- Companies 2 and 3 are still to quote (in line with financial regulations).

- Any additional required funds will need to be funded from a further reserve or as a supplementary estimate from rolling capital (Officers will confirm).

Recommendations

Members are invited to note the report and consider the following:

1. Continue with the periodic replacement of failed or low-value play equipment and,
2. Allocation of funds as presented above up to a maximum of £38,651.00 from Company 1, delegating to Officers to choose the supplier offering the best value once all quotes have been received.
3. Delegating to officers to proceed with the replacement of the cableway at Burwell Recreation Ground.
4. Delegating to officers to proceed with the replacement of younger years' multiplay at King George's field with a similar style multi-play unit.

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PARKS & RECREATION COMMITTEE

Date: Monday, 4 September 2023

Title: Skate Park Refurbishment Update

Contact Officer: Head of Estates & Operations

Background

Witney Town Council's Open Spaces Strategy, published in April 2021, sets out 5 themes to help deliver improvements for the people of Witney: parks, sport, leisure, infrastructure, effectiveness.

Local consultation identified the need for a replacement wheeled sports facility at The Leys recreation ground. The existing skatepark was installed nearly 20 years ago and in need of modernisation with focus on inclusivity for all.

Our prime objectives were to;

- Replace, update, improve and diversify the current wheeled sports provision
- Create a safe, inviting space for a wider age and ability range for all genders
- Increase use of facility including people with disabilities
- Reduce obesity, improve health and well being
- Reduce Anti-Social Behaviour
- Create an aesthetically pleasing design that is unique to the park
- Offer a range of activities to complement and enhance skating and riding
- Instil pride in the local community and foster a sense ownership for the park solution based on their experience and expertise

Current Situation

The Council set aside funds towards a new wheeled sports area which was tendered receiving 4 submissions for evaluation. The successful tenderer was Bendcrete Skateparks, who happened to be the original provider of the existing park. The design incorporates making use of the existing features present to provide the following design.

The key next stage of this project is to consult with local groups and park users for feedback on any tweaks to the design.

We are waiting for a response from the WODC Planning Team to confirm permitted development will apply.

The initial site and desktop surveys will now begin to determine the logistics for project delivery.

The Timeline for delivery has not been confirmed at this stage however the park will remain open for summer and autumn, and be completed for Spring in 2024.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

The project delivery plans, risk and method statements will be analysed with regular site supervision to mitigate environmental hazards.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

This report is an update of progress with this project and risks associated with delivery will be managed by Council Officers.

Financial implications

This is a £150,000-£165,000 project.

An application for £65,000 of funding has been submitted to the FCC's Community Action Foundation with notification of the outcome expected during September.

WTC are contributing £100k to this project, and Courtside (the community interest company who currently manage the golf, tennis and coffee shed at The Leys) have committed up to £50k that will be dependent on the level of any funding received.

Recommendations

This is a project update however any feedback is always appreciated.

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PARKS & RECREATION COMMITTEE

Date: Monday, 4 September 2023

Title: Recreation Ground Signage

Contact Officer: Operations Manager

Background

Witney Town Council manages 5 recreation grounds, The Leys, Burwell, West Witney, King George's, and Oxlease. Out of those grounds, Burwell is the only site with a recreation ground information sign. The Leys has a ground name sign, but no other information is displayed and again Burwell has a separate ground name sign.

The council has a responsibility to inform recreation ground users of the site operator (Witney Town Council), contact information and any rules. Currently, Burwell is the only site with an acceptable sign but has limited prohibition signs on it, only displaying No Littering, No Fouling and No Alcohol.

Current Situation

As detailed above the council has a responsibility to display certain information to ground users, so the main purpose of these signs is to get that information across.

The Ground name signs on Burwell and the Leys are road-facing and cannot be adapted to contain further information. Burwell recreation ground signs cannot be adapted to contain further probation signs.

New signs would be of a standard A1 or A2 design in the Witney Town Council colour scheme. The signs would be manufactured with standard post fixings to sit on two metal posts to best survive any vandalism.

Prohibition Signs

Except for informing users of the site operator, the key pieces of information to display are the recreation ground rules and any by-laws, coming in the form of prohibition signs. Council staff wouldn't be in a position of authority to enforce the rules on the recreation grounds, but the signs would at least inform users. Listed below is a standard list of probation signs that would be recommended to be displayed at each site.

- No littering
- No Alcohol*
- No Dog Fouling

- No Camping
- No Fires or BBQ's

More updated prohibition signs may include.

- No Drones
- No Golf
- No E-Scooters
- No unauthorised metal-detecting

**This would not apply to events operating under separate licences.*

It may also be appropriate to include No Smoking to extend out the smoke-free zones and No Cycling to make these areas safer. Instruction to contact 101 for ASB or non-urgent crimes will also be included.

Additional infomartiuon

Officers recommend that it would be good to include some basic information on each recreation ground sign along with rules such as the history of the ground and its use. At this point in the design process, any additional information can still be added but it would be recommended to keep the signs simple and timeless, to avoid them becoming outdated too early.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019, Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Once the correct information has been considered and the signs created, their durability should ensure they will not need replacing for many years.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

The coffee shed at the Leys serves alcohol so although it's restricted to their premises it could be seen as hypocritical to restrict its consumption over the recreation ground, especially when people picnic with alcoholic drinks.

Smoke-free play areas were introduced earlier this year but their expansion to the whole recreation ground may raise criticism.

Financial implications

Described here or as stated in the report above.

- Company 1: **Either A** design and production of 5 x A2 size signs & posts £2,625.00 ex VAT + Delivery £150.00 = £2775.00, therefore cost per site is £555.00

  Or B design and production of A1 size signs & posts £3,250.00 ex VAT + Delivery £150.00 = £3400.00, therefore cost per site is £680.00

- Further quotes will be sought in line with the Council's financial regulations

- The property maintenance budget, 4036 for the Leys Recreation Ground, Burwell and King George's Recreation Ground would cover the cost of the signs.

- Oxlease and West Witney budgets are not sufficient to cover the costs. It is recommended that these signs could be funded through utilising the infrastructure earmarked reserve, the balance of which at 1 April 2023 was £59,944.

Recommendations

Members are invited to note the report and consider the following:

1. Delegating to officers to draft a final sign design for approval at the next Parks & Recreation committee meeting.
2. The list of prohibition signs to display at each site and if it covers any reported incidents at the parks.
3. Allocation of funds as presented above up to a maximum for Option A or B from Company 1, delegating to Officers to choose the supplier offering the best value once all quotes have been received.

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PARKS & RECREATION COMMITTEE

Date:	Monday, 4 September 2023
Title:	West Witney Sports Ground Storage Request – Witney Road Runners
Contact Officer:	Operations Manager

Background

Witney Road Runners have approached Witney Town Council with the request to place a storage container at West Witney Sports Ground. Witney Road Runners would purchase the container and arrange for its delivery and placement.

Current Situation

Witney Road Runners have moved their base from the Windrush Leisure Centre to West Witney Sports and Social Club. When they originally approached the council with the request it was recommended by the Operations Manager that they approach the social club for storage space. However, the social club have told the road runners they have no space plus it wouldn't suit the club's intended use.

There are currently Storage containers at West Witney for Swifts CC, Tower Hill FC and Parkrun. There would be space to fit a fourth storage container for Witney Road Runners. However, the council's plans to reinstate the depot at West Witney would mean these containers would have to be moved to a new location or encompassed into the new depot plans.

The clubs that have storage containers at West Witney use the ground for their activities and pay for the hire of the ground or have user agreements with the council. Although Witney Road Runners do operate in Witney, they also organise events all over the country.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting, Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

If the council do agree to the request they would be setting a precedent for the council to agree to other requests from non-associated clubs on its recreation grounds. There would become a point when these containers become unsightly and overwhelming.

Financial implications

Described here or as stated in the report above.

- Witney Road Runners will cover all the costs relating to the storage container.

Recommendations

Members are invited to note the report and consider the following:

1. Consider the request for a storage container at West Witney Sports Ground.

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