



## North Hinksey Parish Council



Mrs Sharon Henley, Clerk to the Parish Council

E-mail: [clerk@northhinksey-pc.gov.uk](mailto:clerk@northhinksey-pc.gov.uk)

Parish Office, First Floor, 5 Church Way, Botley, Oxford OX2 9TH

Tel: 07494 054581

### Minutes of the Meeting of the Recreation & Amenities Committee Held on Wednesday 9<sup>th</sup> December 2020 at 7.00pm

**Those Present:** Cllr Potter (Chairman), Cllrs Allen, Bastin, Berrett, Blase, Bolder, Dowie, Kay, MacKeith and Rankin

**In Attendance:** Sharon Henley, Clerk

**Members of Public:** 1

1. Apologies for Absence: Cllr Fairclough
2. Declarations of Interest in Items on the Agenda: There were none.
3. Questions from Members of the Public: There were none.
4. **Play Areas:**
  - a. **Review of November Quarterly Inspection Information and Recommendations**

Cllr Potter outlined that Graham Sillman had completed the inspections and submitted a spreadsheet recording the inspections and detailing work required. He expressed concern that he was unable to complete any inspections requiring dismantling of the equipment and asked if he should continue the inspections. In view of his extensive engineering experience Cllr Rankin Proposed that Graham Sillman continued to complete the quarterly inspections to align with the annual ROSPA inspections and these to be co-ordinated by the Clerk. This was Seconded by Cllr Potter and was unanimously APPROVED.

Cllr Potter ran through the findings of the inspections and some remedial actions had been previously been quoted for by Graham. The Clerk was asked to:

    - Clarify the location of the MUGA damaged hoop net hanging down (removal suggested)
    - Arrange for the caretaker to remove the rubbish under the trampoline
    - Request a quote for remaining items in Upper Field not already quoted for, to be actioned in the Spring.
    - Toddler multiplay – blanking caps missing causing possible finger entrapment and Rocking Rider with arms – base of spring loose in clamp – Cllr Blase Proposed that remedial work was completed on these two items immediately. This was Seconded by Cllr Kay and unanimously APPROVED.
  - b. **Review of 2020 Weekly Inspections**

The Committee reviewed the inspection sheets and there were no outstanding actions. The Clerk suggested that ROSPA play inspection training was arranged for the Caretaker at a cost of £250, although courses were not available during the current pandemic. As funding was not available in the R&A budget it was agreed to consider this at full Council. Proposed by Cllr Potter, Seconded by Cllr Bastin and unanimously APPROVED.
  - c. **Zip Wire Failure**

As part of the quarterly inspections, Graham Sillman reported that the deceleration spring had broken, the rubber buffer block split and the end of the carriage was worn

severely and off-centre. The white plastic block had also worn severely and was off-centre. These were the same faults as during its previous failure so the pendant seat had been temporarily removed for safety reasons. The Clerk had arranged with HAGs for a new mechanism and buffer tyres to be supplied and fitted under warranty and this was expected imminently.

- d. **Request for provision of basketball nets for MUGA at an approx max cost of £50 inc installation.** Cllr Potter had received a request for these from parishioners. Cllr Rankin identified a supplier for the nets and offered to investigate the fitting method required. Cllr Rankin Proposed that, once this investigation was complete, the Clerk to procure the nets and Graham Sillman to install them. This was Seconded by Cllr MacKeith and unanimously APPROVED.
  - e. **Review of wetpour quotes to date and further information required.** Two quotes had been received and were briefly reviewed. The Clerk to seek clarification from Redlynch on the length of their guarantee for the work.
5. **Louie Memorial Playing Fields Management**
- a. **Agree terms and conditions for use of Louie Memorial Fields by outside organisations**  
Cllr Potter outlined that several one-off requests had been received in the summer and there had been a dog-training class on the Upper Field during lockdown. Committee members discussed the need for a suitable system for organisers of events and activities to obtain Council approval, both during the current pandemic and in the long term. Cllr Kay pointed out that any arrangement should include North Hinksey Village Green as events and activities also took place there. The Clerk advised that, as well as a risk assessment it would be prudent to ensure that event organisers held public liability insurance. It was agreed that it should be communicated to parishioners that, if they were organising an event or activity on parish council land then all activities were welcomed but they should contact the Clerk in the first instance who would advise them of what steps would be required.  
After further discussion on suitable wording Cllr Potter Proposed that Cllr Berrett, as Chairman of the Comms Committee, should draft a suitable notice for the website and hard copy signs to be placed at the LM Playing Fields and North Hinksey Village Green. This was Seconded by Cllr Berrett and all voted in favour, except Cllr Dowie who abstained, so the resolution was APPROVED.
  - b. **Discuss options to gravel entrances to Playing Fields:** The Clerk advised that this had been suggested by Cllr Church at the last Council meeting but there was no specification available. It was suggested that bark chipping would be more suitable for a sports field and to facilitate mowing. Locations were discussed and it was suggested that there were two locations where the bark would be most needed – the inside path to the Lower Field and the path into the Upper Field on the right hand side by Lime Road. Cllr Kay Proposed that Graham Sillman review what was required and provide a quote for bark chipping. This would be for areas where there was no concrete path connecting on the inside. The quote to be presented to full Council. This was Seconded by Cllr Blase and unanimously APPROVED.
  - c. **Confirm membership of Working Group to review Louie Memorial Playing Fields Management Plan:** Cllr Potter advised that, although it had been previously agreed to set up the working group the membership had not been agreed. She had confirmation from Adam Bows that he would join the working party but still needs to confirm with Linda Losito if she is still able and willing to join the working party. Cllrs Potter and Allen volunteered to be Councillor members. This membership was Proposed by Cllr Allen, Seconded by Cllr Rankin and unanimously APPROVED.

6. **Finance:** Update on R&A budget spend year to date: The Clerk circulated updated financial reports, taking December invoices into consideration. The Clerk was asked to check the reasons for a zero budget in the Open Spaces Maintenance Budget, leading to an overspend. Also to advise Committee members of the exact charges listed on the two grass cutting invoices in the Open Spaces budget.
7. **Any other items for information:** The Clerk had circulated information from the tree surgeon relating to a question about T24 willows possibly re-rooting if cut and left in eco-piles and this was thought useful. Committee members to monitor once the agreed work had been completed.
8. **Date of next scheduled meeting:** Thursday 28<sup>th</sup> January 2021 at 7pm, venue tbc

There being no further business the meeting closed at 20.04 hours.