** North Hinksey Parish Council**

Mrs Linda Morrison Allsopp, Clerk to the Parish Council Tel: 07494 054581 or 01865 861992
E-mail: clerk@northhinksey-pc.gov.uk Parish Office, First Floor, 5 Church Way, Botley, Oxford OX2 9TH

**Minutes of the Recreation & Amenities Committee Meeting held**

**at 7.00 pm on Thursday 21st April 2022 at Seacourt Hall and
via video conference**

**Those present:** Cllrs Berrett, Bolder, (Vice Chair), Dowie, Kay, MacKeith, Potter and Rankin.

**In attendance:** Mrs Linda Morrison Allsopp (Clerk).

There were no members of the public present.

In the absence of Cllr Blase, Cllr Bolder took the Chair.

1. **Apologies for Absence. –** Cllrs Blase (Chair) and Cllr Fairclough.
2. **Declarations of Interest in Items on the Agenda Cllrs Dowie and Rankin declared a non-pecuniary interest.**
3. **Approval of Draft Minutes of the Recreation & Amenities Meeting held on** **17th February 2022.** Minutes approved with the following amendments.

Cllr Fairclough to be added to Those present, as arriving after the meeting started.

9. third paragraph replace cost with maintenance and next sentence to be attributed to Cllr MacKeith.

Proposed Cllr Potter, seconded Cllr MacKeith. Named vote requested. Unanimous agreement.

1. **Questions from Members of the Public -** none
2. **Louie Memorial Fields Management** –
	1. **To review report of Quarterly Health & Safety Inspection**. Paper 1.

The Picnic bench cited has been fixed. As a health and safety issue the Clerk had authorised the work. Quote and invoice covered by a later Agenda item. Cllr Potter queried if contractor had provided quote for other items mentioned. Clerk confirmed they had not.

**Quote to be requested for other issues mentioned, including the bollards.** Proposed Cllr Potter. Seconded Cllr Kay. Unanimous vote for the proposal.

* 1. **Pavilion: To receive an update from the Pavilion Working Group.**

Cllr Bolder informed the Committee that the Pavilion Report was not available yet. **When available Cllr Blase to email to members of the Committee and the Clerk**. Cllr Potter had a query re timing of pop-up café. This plans to run from June after the Jubilee to the end of August, missing any days where similar activity is provided. **Request from Cllr Potter that it operates for the New Pavilion consultation event.**

* 1. **Skatepark: To receive an update from the Skatepark Working Group.**

Canvas have not provided their Contract for signature yet. The new working group constituted at last Parish Council Meeting are following this up.

* 1. **Recruitment of Louie Memorial Playing Fields Occasional Caretaker to cover holidays and sick leave: Being undertaken by the Personnel Committee.**

Suggestions that there should be a pool of people available to provide temporary cover. People previously interested might still be interested, but difficulty with their contact details no longer held because of GDPR. Issues with using young people because of the lone working aspect and the extra legislation covering young workers. Group training for successful candidates was also suggested, but induction training rather than RoSPA training. Permanent Caretaker to ensure RoSPA checks completed before taking any annual leave.

* 1. **To review quotations for Pressure washing of fenced play area.** Paper 2.

After discussion, it was proposed by Cllr Kay and seconded by Cllr Rankin that **if the cheapest quote was still valid it be accepted.** Cllrs Berrett, Bolder, Dowie, Kay, MacKeith and Rankin voted for. Cllr Potter abstained. **If that quote now higher, item on review of quotes to go on the Agenda for Parish Council Meeting next week.**

* 1. **Issues with Picnic Benches – to note and advise.** Paper 3

One of the picnic benches appears to be missing. Cllr Rankin reported it had been moved into the bushes. **Cllr Rankin volunteered to check that the benches are safe for the summer. Clerk asked to ensure that they are included in the Caretaker’s weekly checklist.**

* 1. **To note report by the Community Safety Officer** that motorcycles are using the bridleway from Turner Drive to Louie Memorial Field and beyond. Noted.

**Cllr MacKeith requested she be provided with details of the Community Safety Officer.**

* 1. **Update from North Hinksey Volunteers** – no report has been provided.
	2. **Update on Fen Management** –

Consideration of longer-term management priorities.

Cllr Potter reported that the pollarding has been completed. Cleared area looks much better and other willows are being identified for next tranche of pollarding. Provisional plan is for a 5-to-7-year cycle of works to ensure the maintenance of the Fen area and to keep up the water levels.

* 1. **Car Park gate locking policy.**

After discussion it was proposed by Cllr Berrett seconded by Cllr Kay **that we need to ensure public safety and require a list of the volunteers with the names of 2 volunteers who are willing for their contact details to be published on the Web Site.** Agreed unanimously.

1. **Memorial Garden, Nature Reserve and Orchard –**
	1. **To receive an update on the work to path by Minns.**

Cllr MacKeith provided an update that work not quite finished. Cllr Dowie reported that path is wider than expected and doesn’t line up with the bridge at present.

* 1. **Memorial Garden Management Plan: to consider quotes for continuing work**. Paper 4

Clerk reported she is having difficulty getting further quotes to materialise.

She was asked to confirm the Applecat quote is still valid, to check if Graham Sillman would be interested in quoting for the work and to note Aspire has done work in the past.

1. **To review R&A Budget –** Invoices and Budget Reports

Cllr Potter raised an issue on the £10,000 against the Pavilion. If this comes up in audit it may be an error that this is against the Pavilion rather than Reserves. Invoices and Reports noted.

1. **Any other items for information**

Cllr MacKeith reported the anti-social behaviour issues had re-occurred with the replacement bench in the Memorial Garden. Situation to be monitored.

Requests for use of Louie Memorial playing fields – request for use during Eid should be asked for an updated risk assessment and where possible requests for use of the fields should be channelled to the lower area of the fields to avoid any clash with users of the sports facilities on the upper field.

1. **Date of next meeting**: 7pm on the 15th September 2022.

Meeting Ended at 20.21.