

WHITNASH TOWN COUNCIL

HALL AND PLAYING FIELD (GENERAL) COMMITTEE

Minutes of the meeting held on Thursday, 17th May 2018 at 7.00 p.m. in the Whitnash Town Council office, Franklin Road, Whitnash

PRESENT Councillors: R Margrave – Chairman
S Button
Mrs J Falp
B Franklin
S McFadden
D Sage
T Shepherd
S Vaughan

Town Clerk: Jenny Mason

IN ATTENDANCE: Dave Herbert – Groundsman
Member of public: 1

H62/18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Barton, Cancilla, Heath, Short and Sparkes. Apologies were accepted.

H63/18 DECLARATIONS OF INTEREST

There were no declarations of interest at the start of the meeting.

H64/18 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 8th March 2018 as circulated were approved and signed as a true record.

H65/18 MATTERS ARISING OUT OF THOSE MINUTES

H45/18 Whitnash Open Spaces – Members who sorted the brick flower bed on the Town Green were thanked. This planter needs compost and bedding plants. Cllr Shepherd will speak to Whitnash Charitable Trust to see if they would be willing to provide money for this.

Cllr Margrave has contacted the Landscape Gardener but has not had a reply.

H54/18 Footway Lighting – sent another email asking for quote. WCC maintenance contractor is revising their costs so will come back to me with a

quote.

H52/18 – the grass is being cut by the same contractor we had previously.

H59/18 – Cllr Margrave has not completed the RUCIS grant. Three quotations need to be submitted and currently only have two quotations. Whitnash Town Council will contribute £350.

H66/18 HALL AND PLAYING FIELDS PROJECT LIST

Gas servicing done on 14th May 2018 and PAT testing due to be done next week.

H67/18 INCOME AND EXPENDITURE REPORT AS AT 31st MARCH 2018

Members approved the income and expenditure as at 31st March 2018.

H68/18 COMMUNITY HUB UPDATE

Cllr Mrs Falp reported that the Community Hub is going through the Planning Process. The Project Officer, Debbie Cole, from Warwick District Council will speak to the Rugby and Football contacts about the pitches as they may need to move to temporary pitches during the construction period. Sport England requested more information about the Community Hub project and there has been one objection. County Highways have not objected to the planning application. A resident has offered us some of his land to widen the entrance to Acre Close Playing Field.

H69/18 HALL BOOKING FORM – GDPR COMPLIANT

The Hall and Playing Fields booking form was reviewed at the meeting on 8th March 2018. Since then a Hirers Privacy Policy has been approved by Finance and General Purposes Committee that complies with the new General Data Protection Regulation. The Hirers Privacy Policy has been included in the Hall Booking form. Members approved the updated form.

H70/18 WHITNASH COMMUNITY HALL

No applications for the caretaker vacancy were received for the second advertisement. Josie is away from 26th May 2018 and the security company will be covering the hall bookings during half term. Need to organise a Staffing Meeting to discuss this issue.

The Dance Class on a Friday evening is having a show in June and would like to use the side areas next to the stage. The Youth Club still use the storage area on the right. The chairs on the left will have to be moved before this event and stored elsewhere.

Honours Board – most of the names currently on the honours board have been painted on. Three options were discussed. Members decided to put this on hold until the new Community Hub has been built and then decide where the Honours Board will be sited and what size it needs to be.

H71/18 WHITNASH OPEN SPACES

Red phone box locks have been fitted. Electricians need to be connected then Whitnash Primary will be able to exhibit their paintings.

Quotations have been sourced to cut a section out of the humps on the road going to Community Hall. This is to allow for wheelchair access. £965 and £960. Members proposed that this work is carried out.

Basket Ball Court at Washbourne - We have had a request to lower the basketball court as it is too high and to have a 'key' painted on the tarmac – quote £419. Cllr Vaughan has a contact who may be able to get another quote for us.

Quotation to fill flower tubs with summer plants = £1300.00

Quotation to fill rail mounted barriers with summer plants = £288.00

There will be an overspend as we did not budget for the rail mounted planters.

Logs for Washbourne Playing Field – Cllr Mrs Falp is meeting the Officer next week to discuss the logs for the Chandlers Road entrance to the field. The logs will be given to us free of charge, but we will have to pay delivery fee.

The siting of the additional play equipment, bin and benches at Washbourne Playing Field was discussed. The bin will be placed at the bench already on the field near Rowley Road, one bench will be placed on the field between Chandlers and Washbourne Roads and the other bench outside the toddler play area.

Cllr Vaughan left the meeting at 7.55 p.m.

Whitnash Sports and Social Club Fun Day request to put a bouncy castle on the playing field outside the gate that leads from the Club onto Acre Close Playing Field. Their Facebook page listed Zorbs, Inflatable Maze, Cups and Saucers, Inflatable slide. This will take up more space than a bouncy castle which the committee agreed to at their meeting on 8th March 2018. The cost will now be £100 for the extra equipment. Have requested Public Liability Insurance certificates for the additional inflatables and equipment that will be on the field for their Fun Day.

Cllr Barton who tendered his apologies raised concern that the Whitnash Sports and Social Club Fun Day is spilling onto Acre Close Playing Fields does not have a proper Event Plan. Would the tarmac parking area at the Community Hall be adequate for this event?

Their posters advertised parking on Acre Close Playing Field – parking should

only be on the tarmac car park not on the grass. Members proposed an email is sent to Whitnash Sports and Social Club to advise no parking on the grass and if vehicles do park on the grass the Club will be liable for any damage. Members asked whether the Town Council should in future have sight of and Event Management Plan if events are held on the Playing Field?

The barrier at the bottom of the Height Restrictor at Acre Close and Washbourne Playing Fields is extremely difficult to lock. Cllr Margrave will try and find someone to modify the gate.

Cllr Franklin said a resident has an oak tree that he is willing to give to the Council. Members were asked to think about where this tree could be planted.

Members asked if the posts at Washbourne Playing Fields should be concreted in? Cllr Mrs Falp suggested that we wait until she has met with the officer regarding the logs.

Tree work at Washbourne will be carried out in mid-June. Orders have been issued.

Cllr Mrs Falp will also speak to Jon Holmes at Warwick District Council regarding a nature trail at Washbourne as he may have an idea of what to do with the soil from the play equipment installation. Delegated powers were given to Chairman, Cllr Mrs Falp and Clerk to make a decision.

H72/18 NOTICE BOARD ADVERTISING POLICY

Cllr Heath suggested that a policy is compiled with regard to notice board advertising to include the large notice board on the Town Green. Draft Policy emailed to all Members.

Cllr Barton suggested that banners for the material include 'Correx' Board or 'Alupanel' boards.

The following additional amendments were proposed and accepted:

Noticeboards:

Size A5 adverts for local Whitnash businesses will be considered and will only be placed on the notice board for a maximum of 3 weeks providing there is space.

Board on Town Green:

Artwork for banners to be approved by Whitnash Town Council before printing.

Whitnash Town Council reserves the right to decline a request to place a banner on the board.

Cost of displaying a banner on the board at the Town Green – 3 weeks amended to 4 weeks maximum.

H73/18 CORRESPONDENCE

1. Email from Cllr Barton requesting to set up the stage and marquees on the Friday afternoon for the Fun Day. These will be removed on Monday morning. Members agreed to this request as long as it did not impact on any rugby games on the field.
2. Email from Rachel Beaufoy wanting to host a children's activity day to raise money for a child that has a rare incurable disease. Asking if we are able donate towards the cost involved. Members agree to a one off special rate of £20 per hour as long as Mrs Beaufoy has public liability insurance for the event. *(Cllr Button declared an interest).*
3. Email was received from Austin Heath requesting to use Whitnash Community Hall as a place where their residents could be evacuated to in the case of an emergency. Members considered the request and decided that as the business is outside the town of Whitnash it may be more appropriate to approach Warwick Gates Community Hall, or other community facilities in Warwick. If Whitnash Community Hall is used Austin Heath would have to indemnify Whitnash Town Council for all costs, claims and loss of business.
Cllr Margrave declared an interest.

H74/18 DATE OF NEXT MEETING

The next meeting will be held on Thursday, 28th June 2018 at 7.00 p.m.

There being no further business the Chairman declared the meeting closed.

SIGNED DATE