

APPLETON WITH EATON PARISH COUNCIL

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**Minutes of the Leisure and Recreation Committee of the Parish Council
at the Village Hall
Monday, 21st September 2020 at 8:00 pm**

Issued by Allison Leigh (Clerk)

Present: John Adams, Chair (JA), Mark Richards (MR), Mrs Allison Leigh (Parish Clerk) (AL), (MC), Nicki Clarke (NC), Mrs Sara Withers (SW) and Mr Neil Woodley (NW)

	Description	Action/outcome
20/1	Apologies for absence	Mr Roger Gilkes (RG), Mary Carey (MC), Hjalmar Blomerus (Sportsfield Advisory Group) (HB) and Rik Hopgood (RH)
20/2	Declarations of Interest	None
20/3	Public questions and statements	No members of the public were present
20/4	Signing of the minutes: To authorise the signing of the minutes of the 16 th March 2020 meeting as a true record	The minutes of the 16 th March 2020 meeting were approved and signed.
20/5	Pavilion/Sportsfield <ol style="list-style-type: none"> 1. To have an update on the sportsfield activities 2. To discuss the process of the opening/closing of the gate 3. To discuss the cleaning/sanitisation of the Pavilion 4. To discuss the request for a donation of bench at the sportsfield 5. To review fees/invoicing process for use of sportsfield 	<ol style="list-style-type: none"> 1. NW reported that car parking has been an issue in terms of teams playing. NW asked what the charges for the Cricket Club would be. NW will discuss with RG. 2. JA will discuss the closing of the gate in the evening. If there are people able to close and lock the gate, the opening/closing will continue. If not, the gate will remain locked. 3. The committee is happy for the responsibility of the cleaning of the Pavilion to be down to those who use it. JA suggested there should be a list of instructions and will have a look if the Risk Assessment is clear enough for users. It was discussed whether it should be noted when the last person had used the Pavilion. 4. The committee agreed to a bench being donated, but would like to know what kind of bench it would be first. 5. It was agreed that NW will continue to do the invoicing, but copy AL on the invoicing e-mails.
20/6	Jubilee Park <ol style="list-style-type: none"> 1. To discuss the cleaning requirements of the park 	<ol style="list-style-type: none"> 1. SW asked the committee their thoughts on the cleaning of the playground. The committee decided that during sunny weather when people

	<ol style="list-style-type: none"> 2. To discuss the top sleepers on the flower beds 3. To discuss the fixings on the tennis table 	<p>are more apt to be at the playground, it will be cleaned. When it is rainy, it won't be as often.</p> <ol style="list-style-type: none"> 2. SW reported that the top sleepers have a bit of movement and may need work done in the future. AL will note this for the 2021/2022 budget 3. JA will speak to RH about possibly assisting with the fixing on the tennis table.
20/7	Matters arising: To discuss any further matters arising from the meeting of the 16 th March 2020 and not appearing elsewhere on the agenda	<ul style="list-style-type: none"> • AL will check with RG as to whether the fertilising and seeding agreed at the March meeting had been carried out. • AL will check with HB to see the status of the solar panels. • It was noted that the branches overhanging the playground path had largely been cut, but it is not known by whom. There is one that needs keeping an eye on in future. • The committee asked when the Jubilee Park grass would be cut before winter. AL will check.
20/8	Miscellaneous	<ul style="list-style-type: none"> • JA asked AL if a letter to the Morgans had been sent regarding thanks for cutting the verge between the farmyard entrance and the pavilion. AL will check. • It was noted that the inspection report for the playground had been received. All looks ok with this and the Friends of Jubilee Park will keep an eye on those things mentioned, but low risk at the moment. • AL noted that a smart meter will be installed at the Pavilion in October. • A defibrillator at the Pavilion was discussed. AL will get 3 quotes and ask Oxfordshire County Council if there may be any grants available as it is not in the current 2020/2021 budget. It was noted there are plenty of reserves and this may be an expenditure that it worthy of using those reserves. AL will put this on the Parish Council (PC) agenda for October. • The new website was discussed and it was decided to not have a separate section for Football. • JA noted that perhaps not all of the PC members of the committee needed to attend each time. AL will forward the committee Terms of Reference to the committee

20/9	Date of next meeting: To confirm date of next meeting as the 16th November 2020	The date of the next meeting will be 16 th November 2020
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Meeting closed at 9:00pm??

Chairman of the Leisure and Recreation Committee

Date