



WANBOROUGH PARISH COUNCIL

Minutes of a meeting of the
Hooper's Field Committee meeting of Wanborough Parish Council
held on Wednesday 8th May 2024 at Hooper's Field Sports Pavillion
at 7.00pm

Present: Colin Offer (Chairman), John Warr, David Hayward, Omar Mirza, Martin Rowley, Gary Sumner, Debra Maslin (Parish Councillors), Mel Brough (Wanborough Tennis Club), Mark Baldwin (Wanborough Cricket Club), Lee Herring (Pétanque), Ian Butcher (Wanborough JFC), John Errington (Wanborough Bowls Club).

In Attendance: Tracy Smith (Clerk).

Minute Ref: HF/05/24

1. Apologies: John Emmins, Kathy Glanville, Richard Bellamy (Parish Councillors), Gordon Heywood (Wanborough Tennis Club).
2. Declaration of interest: No interests declared other than respective interests in members sports clubs.
3. To confirm the minutes of meeting the meeting held on 16th October 2023
Minutes of previous meeting held on Monday 16th October 2023 were agreed unanimously and signed as a true copy.
4. **THE MEETING WILL BE ADJOURNED FOR PUBLIC QUESTIONS.**
No public questions (none in attendance)
5. Verbal Update from the Parish Council – Chair
Maintenance work carried out since last meeting
 - 5(a) The Bowls Club hedge had been cut to a more acceptable height. Committee thanked John Errington for his hard work.

5(b) Driveway requires more stones to the front, by the building. The green hexagonal plastic membrane beneath the stones is visible in places, without coverage this could be damaged. It was discussed that a lorry load would be required and when it arrives volunteers will be needed to help spread across the driveway. It was agreed Clerk to get a cost and availability from Hills and bring to next Full Council meeting.

Recommended: Clerk to obtain quote from Hills and bring to Full Council meeting on 20th May for approval

5(c) PIR intruder lights are permanently on. Clerk has spoken with Affleck Electrical, issue is possibly due to the sensors being set too high. Electrician to come out to site on 14th May to adjust. Committee asked that Clerk be present at site visit to ask if a guide to manage the sensors could be obtained from Electrician, for any further issues.

Recommended: Clerk to obtain a guide to adjust sensors, from Electrician.

Chairman's signature.....

6. Hooper's Field maintenance

6.1 Grounds Maintenance Contract

Cllr Offer asked club representatives if they were all aware of the new contractor, all were. It was advised if anyone has any issues please feed them back to the Clerk. It was suggested a schedule of what day and frequency each area would be cut, would be beneficial to clubs.

Recommended: Clerk to ask AllBuild to provide a schedule, then circulate to clubs.

Ian Butcher advised committee he had been approached by the Wiltshire FA, as very few clubs have taken advantage of the grants for grounds keep, they offer. WJFC agreed to have a survey completed, samples were taken of the depth, thatch etc of the pitches and sent away for analysis. A report is due with an allocated ID number, which can be used to apply for grant funding, for pitch repair, help with machinery etc. Ian advised when he receives the report he will share with the committee.

6.2 Hygiene Equipment

A paper and quote had been circulated in supporting documents with the agenda. Clerk advised it was a legal requirement for a facility to offer sanitary bins. A survey had been completed of the facility and a quote for 2 bins, one in both the disabled toilet and the Ladies toilet, had been received. £260 plus VAT per annum, on a fixed 5 year term, to include monthly service visits and removal of waste, and an annual Waste Transfer Note confirming the waste is stored, transferred and disposed of in a compliant and environmentally safe manner. Committee agreed a second quote was not necessary and recommend to Full Council to proceed with the quote.

Recommended: To accept the quote at Full Council meeting on 20th May

6.3 Remote Heating access

Cllr Warr explained that to help with heating costs and to ensure the heating isn't left on when the building is empty, it was suggested a remote access system be investigated. One quote for a Hive unit had been received, and a second would be quoted for on 14th May. The cost of the unit was discussed. Cllr Sumner explained this system had been set up in the Village Hall, on a timer to programme the heating around the bookings, and was working well. It was agreed for the Clerk to obtain the second quote and take both to Full Council.

Recommended: Clerk to obtain second quote, take recommendation to Full Council meeting on 20th May

John Errington asked why the large black bin between the building and the tennis courts hadn't been emptied and why there were cables and waste in there not in black bin liners. It was unknown who was responsible for emptying the bin. In addition, the Bowls Club would like to recycle their bottles and tins.

Recommended: Clerk to speak to AllBuild about both issues.

6.4 Pump station follow on works from service – see quote

Committee studied the cost of £475.00. It was agreed it was essential maintenance as the building needs to be maintained. The committee would like to know when the work is scheduled.

Recommended: Clerk to book in the repair work and advise committee of date

7. Bowls Club

i. To consider purchase, siting and maintenance of the bowls club storage container

It was confirmed the Parish Council had received a siting plan and the match funding for the container. It was asked if a base had been laid. John Errington advised that it would sit directly on to slabs, that have been installed. Questions were asked; where the container will be sited? in the top right hand corner of

the Bowls Club area, and; is the ground hard enough? yes, the driver has been to survey the area and is happy. Cllr Hayward asked if planning permission had been sought from Swindon Borough Council (SBC).

John Errington advised it is their understanding planning permission is not required as it will not be a permanent structure. Ian Butcher advised lots of containers are funded by grants, on the football foundation website there is detailed information about siting containers. Ian to send link to clerk.

Cllr Sumner said he will speak to SBC to ask about planning. It was agreed, if planning is required this item will be referred back to Full Council, if not, the clerk can continue to order the storage container.

Recommended: Cllr Sumner to contact SBC and feedback reply. If required, this item to be taken to next Full Council meeting on 20th May. If not required, Clerk to order container

- ii. To consider a request from the Bowls Club that the Parish Council provide a formal letter of Security of Tenure, or alternatively amend the Licence to include a Leaseholding statement, assuming that all responsibilities of both parties remain as at present

It was explained to be able to apply for grants and funding, the Bowls Club need to be able to produce this letter. Issues were raised that Hooper's Field is a shared facility, everyone needs to be able to use all areas. Similar letters have been provided for the Tennis Club, without tenure, yet grant funding has been obtained. Committee felt it was worth getting some advice on this matter, from WALC and or SLCC, who make also have model contracts.

Recommended: Clerk to contact WALC and SLCC for advice and model contracts, pros and cons, do a formal paper of all options and impacts and bring back to next meeting

8. Football Pitch Hire

To consider the following requests for use of the football pitches;

- Redhouse Football Club - Every Saturday from 2/3pm to 4.30pm and midweek for training and the occasional match
- Swindon Sunday Football league – Sunday mornings from September 2024 until May 2025
- AFC Harrow adult football team – Saturday afternoons for home games for next season

Ian Butcher advised club has grown exponentially, the number of teams now amount to 15+ and all can play at Hooper's Field pitches. Sourcing extra locations for WFC has been challenging, especially with the wet weather and condition of the pitches. He has spoken to the Harrow, as a Wanborough team they could come under the WFC umbrella, they were also interested in sponsoring the club. Therefore they would be the preferred team to accommodate, September to May.

Recommend: Clerk to advise Harrow they have been successful, Sept to May and inform of the club subscription. To advise other two clubs of decision.

9. Pétanque

- i. To note a revised quotation for the pétanque piste, in the original location.

Lee Herring from pétanque club was informed the Parish Council has agreed for the siting to be returned to the original position. Lee confirmed the club were happy with that decision.

- ii. To recommend the annual licence fees for the pétanque club

Currently 40 members in the club, they are happy to return to Hooper's Field as soon as the piste has been completed. Annual subscription was discussed, club currently paying approx. £800 to Wootton Bassett site, they have floodlights etc available. Agreed Lee will talk to Wootton Bassett to get actual cost, then come back to Clerk with a reasonable amount, possibly £400.

Lee advised he had been involved in constructing a piste before and would like to be involved with this.

It was agreed when date was set for contractor to begin work, Lee would be informed.

Recommended: Clerk to schedule date with contractor to begin work, advise Lee of date. Lee to advise Clerk of recommended club subscription, Clerk to take to Full Council for approval.

Chairman's signature.....

10. Cricket Club Storage container

Mark Baldwin advised the old locks have been replaced on the container. Cllr Offer asked the condition of it, Mark explained it wasn't ideal but it doesn't leak. A new engine for the roller had been purchased that was being stored inside. WCC would be looking for a more permanent solution in the long run. It was suggested if more containers were purchased and put together for other club use, the mowers and equipment could be moved from the back of Hooper's Field into them. The committee advised this will be discussed more in item 15, upgrade and grants.

11. Hooper's Driveway

To note further quotations are being sort by Cllr Rowley. A discussion and final decision will be made at the next Full Council meeting on 20th May 2024.

Cllr Rowley advised he had applied for 2 further quotes, received one from Mundy but hadn't received Gibbs, it should be with him by the full council meeting. Cllr Warr mentioned the stones to cover the green membrane will still be needed. Cllr Rowley had spoken to one of the contractors and they advised they could use the stone they churn up to make way for the tarmac driveway, to fill the pot holes in the overflow carpark. It was agreed the stone coverage was required urgently, so Clerk to continue to source. John Errington advised committee he has spoken to Cllr Rowley and requested the specification be changed again to accommodate a camber to allow for drainage. It was decided to continue with the original and second specification only to take back to Full Council.

12. Hooper's Field Security

To consider the security around the building, including periodic changing of the door keybox code.

Cllr Warr advised there was an incident where the Wi-Fi cable had been vandalised, so CCTV had now been installed but as a stand-alone unit so, cannot be accessed remotely to view footage. A cable can be installed to connect the CCTV to the Wi-Fi which would provide remote access. Clerk to get a cost from the contractor. Due to a change of clerks, the keybox code had not been changed in a considerable amount of time, which could prove a risk. It was recommended that a WhatsApp group be setup for anyone in the village who uses the Hall and needs access to the keybox. When the code is changed periodically they can be informed. All clubs have keys, so Clerk to survey who has keys and how many keys each club requires. Clerk to get a cost for changing the lock and new keys.

Recommended: Clerk to contact CCTV provider for cost to gain remote access. Clerk to ascertain number of new keys required, get cost for new lock and keys, bring both back to next HF meeting. Clerk to set up WhatsApp group.

13. Park Yoga

Ian Butcher advised as it runs into September the football will have commenced. Fine to accommodate but noise level may not be ideal. Perhaps Yoga could move to the Lower Rec just for the September dates. Cllr Warr said he would speak to Bonny Prim.

Recommended: Cllr Warr to contact Bony prim about September dates

14. Sports Clubs Open Day

John Errington advised the Bowls Club were having their open day 25th, 26th and 27th May, everyone is welcome. Cllr Offer explained it had been agreed there would be one general open day for all clubs but as no meetings had taken place, it was now too late to arrange for this year. Mel Brough advised WTC would like to do a big weekend, the Lawn Tennis Association offer this facility, they may arrange this for September. WCC and WJFC are both happy to be involved in a general open day. It was agreed June or July would be better, next year, preferable on a Saturday. John Errington asked for clerk to send him all club email addresses so this can be co-ordinated.

Recommended: Clerk to forward all club email addresses to WBC

Chairman's signature.....

15. Hooper's Field Project

Upgrade and Grants

Discussion ensued about the current position with the project.

Four phases had been previously agreed 1. Floodlights, 2. Pétanque, 3. A bank of Storage Containers, 4. Cricket Nets. It was suggested continuing with this plan first, then introduce the community feel for the rest of the project. It was agreed a working group for the project be set up to move forward.

Recommended: to Full Council meeting on 20th May, creation of a new working party for the Hooper's Field Project

16. Update from the Sports Clubs

a) Wanborough Bowls Club

Membership is going ok, would like more bowling members, have lots that don't bowl. Doing what they can to Advertise the club. John Errington to update the Clerk on actual number of members.

b) Wanborough Tennis Club

Membership is currently 160, a little down on the 180 last year. They have adopted a rolling 12 month online membership option through website. However, some members haven't renewed as yet. It is a 50/50 split, juniors are strong. They have 11 members representing at County junior level. They are going to repaint the clubhouse. Court cleaning they would like to maintain yearly now, not when needed as have an issue with moss Adopted a cleaning programme Oct & Nov annually. The courts need repainting (every 8 or 10 years), which they would like to do with the Parish Council help. In the past they have had 50/50 support with revenue. It was advised WTC to put it forward to the WPC Oct/Nov time so it can be considered at time of looking at Precept.

c) Wanborough Cricket Club

Membership is currently 44, 31 adults and 13 juniors. 2 teams on a Saturday. Weather has been so bad they can't recover the missed games that had to be cancelled. Would like some new members, hopeful as new residents moving in. Drainage of the field and correct storage for mowers and equipment will improve their position but at the moment the outlook is bleak.

d) Wanborough JFC

Club has a new secretary in Tom who is very involved, which is good. Fixtures secretary Tracy Hutchinson helps with workload. New treasurer after AGM in July. Now have 2 girls teams, 14 girls under 9, which a new string to our bow. Saturday mornings playing. 180 playing registered players, 25 training only. The biggest cost is Foundation Park where they train. The school site cannot be used as it is still wet. Club looking good but is running out of pitch space. Maybe look at Church Meadow but we would need severe funding to be able to utilise that space as very wet and bogs in the middle. Use Lower Rec on a Sunday for 4 teams, there are holes in nets so may need new.

Meeting closed 20.57

Date of next meeting: 5th August 2024

Chairman's signature.....

Committee members:

Colin Offer (Chair), John Warr, Omar Mirza, John Emmins, Gary Sumner, Kathy Glanville and Dave Hayward (Parish Councillors).

Club Representatives:

Paul Penfold (Wanborough Cricket Club), Mark Baldwin (Wanborough Cricket Club), Mel Brough (Wanborough Tennis Club), Gordon Heywood (Wanborough Tennis Club), Geoff Sanders (Wanborough Bowls Club), John Errington (Wanborough Bowls Club), Ian Butcher (Wanborough Juniors Football Club) & Lee Herring (Wanborough JFC & Pétanque Club)

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