



## Botley & North Hinksey Parish Council



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### Minutes of the Meeting of the Recreation & Amenities Committee held at 8pm on Thursday 13<sup>st</sup> July 2023 at Seacourt Hall and via video conference

Committee members: Cllrs Barnes, Bastin, Berrett, Dowie, Gholami-Babaahmady, Johnson, Kay, Keily, McKeith & Spooner (Chairman).

**Those Present:** Those Present: Cllrs Berrett, Bastin, Barnes, Dowie, Johnson, Kay, Keily, MacKeith & Spooner.

**In Attendance:** Julie Flenley, Locum Clerk to the Parish Council and Responsible Financial Officer & Emma Gordon, Clerk to the Parish Council. 0 members of the public in the room, 1 present over Zoom.

#### 1. Apologies for Absence

None received.

#### 2. Declarations of Interest in Items on the Agenda

Cllr Dowie noted his interest as an allotment holder. Cllrs Barnes and Spooner noted their interests as an involvement with Botley Football club.

#### 3. Questions from Members of the Public

None received.

#### 4. To review R&A Budget Paper 1

Councillors noted that the budget was not fully prepared and agreed to roll it over to the next meeting of the Recreation and Amenities Committee.

#### 5. Louie Memorial Fields Management –

##### a. *To review reports of Quarterly Health & Safety Inspection. Paper 2*

Councillors noted the Quarterly Health & Safety inspection of the Louie Memorial playpark in the Lower Field and play equipment in the Upper Field.

##### b. *Update on new Louie Memorial Playing Fields Groundskeeper*

The Clerk noted that the new Groundskeeper was in post and that he would soon be in receipt of keys for the Pavilion and be properly inducted into his role. Issues around grass cutting on the football pitches was raised by Cllr McKeith and it was requested that the groundskeeper keeps it under review and reports to the Clerk on when the contractors were not in attendance. The groundskeeper is responsible for marking the pitches in advance of matches and issues where the grass had not been cut had prevented matches from going ahead.

##### c. *Update from North Hinksey Conservation Volunteers Paper 3*

Report had not been received in time for the meeting.

##### d. *Review required maintenance actions.*

The Locum Clerk noted that there had been multiple complaints regarding the lack of grasscutting on the LMPF and that complaints had been raised with the contractor. The Locum had checked the contract schedule (signed in November 2022) and corrected the contractor on the correct cutting

schedule (monthly on the Lower Field and 3-weekly on the Upper Field). There had also been issues reported on grass cutting in the Churchyard which had been missed too.

Cllr Kay requested that the Locum Clerk secure a cutting schedule from BGG Garden & Treecare Ltd. to ascertain when they had scheduled cuts in and to ensure that they are kept under review. Contracts are due for renewal in the next few months; Cllr Spooner requested that the amount of cuts also be looked at in the event that they need to be increased for 2024.

## **6. Memorial Garden, Nature Reserve and Orchard**

Then Locum Clerk noted that there was no update at the moment. Cllr Dowie noted that Graham Sillman had been contacted about the bridge to obtain quotes for repairs. Cllr McKeith noted that she had received complaints about the hedge and nettles and had subsequently visited the Garden to cut it back to allow buggies to pass once more.

Cllr McKeith requested that the hedge be cut back properly (usually done by Richard Upton, Oxford Tree Surgeons) and that the contractor cut to the line of the original path rather than the track it is currently taking (J.K. Garden Maintenance). Also note that this is the time of year that the Conservation Team cut back the wildflower meadow in the Memorial Garden.

The Clerk noted that there were a selection of contractors who were engaged for the year formally through contracts, and contractors who operated on a job-to-job basis.

Cllr Berrett proposed that the Clerk prepare a schedule of service providers who have worked with the parish council on grasscutting, tree care and works on the Memorial Garden, Nature Reserve with all associated details in a table for future reference and referral. Seconded by Cllr McKeith. Agreed unanimously. Motion carried. Clerk to initiate.

## **7. Any other items for information**

Cllrs Spooner noted that he and Cllr Dowie noted that a young resident had been in touch with him regarding the installation of professional standard basketball hoops at the LMPF.

Cllr Spooner noted that it would be quite a long time before the next R&A meeting and requested that it was added as a motion to the July Full Council meeting. This would give the Clerk a chance to cost the new hoops and agree a budget for replacement hoops. Cllr Dowie agreed to email the resident back to let them know what the parish council were doing, and copy in the Clerk.

Cllr Bastin proposed that the Clerk ask the Groundskeeper to measure the hoops to ascertain the regulation height and size. Seconded by Cllr Kay. Agreed unanimously. Motion carried. Clerk to report back.

## **8. Date of next meeting: 7pm on the 12<sup>th</sup> October 2023.**

Meeting closed at 21.01hours