

Ashton Keynes Parish Council

Playing Fields Committee

Minutes of the meeting held at Bradstone Pavilion on
Thursday 20th August 2026.

Present: Cllr Sam Crawford (Chairman), Mark Thomas (Cricket Club), Alan Fuller (Cricket Club Chairman), Helen Shakespeare (Tennis Club), Cllr Martin Young, Peter Battrick (Booking Sec), Cllr Cath McMurtry.

Meeting opened at 7.20pm.

1. Public Section

There were no members of the Public in attendance.

2. Apologies for absence

Apologies for absence were received from Shaun Harrison, Cllr T Romback, and Nick Bentley (Tennis Club Chairman).

3. Declarations of Interest

No declarations of interest were noted.

4. Actions from Previous Meetings

Minutes from previous meeting on 28.05.2026 were agreed and signed by the Chairman.

- A Fuller to forward his map of the rear of Bradstone pavilion for circulation.
- New padlocks for the main gate were obtained by A Ellis, and a register of keyholders will be held. No duplicates should be made.
- M Young will liaise with Tennis regarding reducing trees around tennis courts and then will obtain quotes.
Action: M Young
- New signs are needed within the pavilion to stop walk through of muddy boots etc.
Action: S Crawford

5. Chairmans Report

The Play Area annual inspection (Rospa standard) has been booked for September/October, arranged by Fiona.

A historic invoice for hedge cutting from E White (Dec 2025) has been paid (£180) following errors in the original invoice document.

A dead tree has been noted at the entrance to the High Road playing fields car park. M Young is getting a quote from Harry, and PFC agreed to have this accepted if it was a reasonable cost. The tree will be cut to leave a possible carving of the lower trunk. C McMurtry to investigate.
Action: M Young/C McMurtry

The dog-poo bin at the Lotts has be put back but sited immediately close to the gate entrance. It was suggested to consider getting bigger or extra dog-poo bins. It was agreed than an alternative location should be found for this Bin. Bins will have a sticker of who to call in the council if they are full.

Action: M Young/S Crawford

S Crawford has checked with Debi what her usual cleaning routine, timings and actions are. Debi has confirmed her regular cleaning hours and explained how she monitors the bookings calendar for adhoc booking. A comprehensive list of jobs she undertakes while

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cleaning was supplied. We are very grateful to Debi for all her hard work and appreciate her support. It has been agreed that as soon as the High Road pavilion has been assessed that we will ask if Debi is able to take over the cleaning of this pavilion also.

S Crawford has spoken to Lynette about additional defibrillators outside at High Road and Bradstone for access by all, and to better spread the locations.

S Crawford is in discussions with the new Head of AKYFC to build towards a formal lease and ensure appropriate and agreeable costs are applied. It is hoped that a member of the club will join PFC to ensure positive relations with all clubs.

6. Risk Assessments

Risk Assessment has been completed.

7. Play area, The Lotts/High Road

This new play equipment is booked to be installed around 7th September, at both the Lotts and High Road. The deposits will be sent by Fiona. Locations have been agreed; M Young will forward the agreed new location with tennis club for the item at the High Road to the Chair.

Action: M

Young

8. Internet

This work is expected to be done on 21st August. A digging team needed to be called as the cable was discovered to have been cut and needed replacing. If the remedial work performed on the 21st is completed then Internet should be available at the Bradstone. The AKPC have agreed a Public WiFi Acceptable use policy in the July meeting. A copy will be forwarded to PFC. A copy of this policy needs to be placed on the Notice Board at Bradstone. It is noted that a further policy on WiFi management and provision is required. Once the Internet is installed further consideration will need to be made on how we ensure robust password security and monitoring etc.

Action: S Crawford

9. Tennis Club work

Fencing works will be undertaken by tennis club and this is planned to be for the 1st week in September. Users of the High Road need to be kept informed including the AKYFC. A request to Tennis club to ensure maximum notice and visibility to all parishioners is given including the posting of notices.

Action: N Bentley

10. Secure tool storage for playing fields Maintenance contractor

M Young expressed appreciation for the new container to store all the open space maintenance machinery at the Bradstone. Martin has confirmed all open space maintenance equipment has now been removed from the High Road pavilion, apart from the agreed small amount of tools that are required; these are temporarily being stored in the old showers of the high road. Dedicated storage for these items is required at High Road, and a solution is being sought. Some discussion ensued regarding the Committee holding spare keys of all containers, but this might affect insurance which was each club's responsibility. It was agreed to get a list of key holders for all non-PC owned buildings on site and the list to be published on the noticeboard.

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It was noted than the area at the High Road where Martin had previously stored open space maintenance equipment still has a significant amount of AKYFC equipment; this is preventing the review of the building.

Action: S Crawford/C McMurtry

11. Playing Fields Vision & Objectives.

PFC approved and agreed the playing fields vision and objectives document, prepared by S Crawford, which can be published. It is an attempt to bring all parties together positively and ensure all needs are met for the clubs, but also future plans for improvements to High Road or Bradstone. Communications between committees is the most productive path.

12. Fee Structure Proposal for Bradstone

A new fee document has been put together, was circulated and has been ratified by the Committee. It offers slightly more varied options, such as just a 'fields and toilets' charge. S Crawford will discuss the needs and booking procedures for both Bradstone and High Road with clubs, especially AKYFC, to avoid clashes, and to ensure an appropriate remuneration is agreed. S Crawford will advise clubs if extraordinary bookings are made, such as a cycling event, to ensure everyone can be accommodated.

13. Oakwood Education Ltd

Oakwood remain on a termly rolling contract for three days a week.

14. AOB

A Fuller noted that the pitch roller machine has been fixed. The club plan to provide cover to protect it and the small tractor. It was suggested to consider all round screening, rather than just rain cover, so that there was no temptation for young visitors.

Action: A Fuller

15. Matters for the next meeting

The PFC accounts were presented by S Crawford and members were asked to bring to the next meeting suggestions for any worthy purchases from the remaining monies held.

16. Date for next meeting

It was agreed that the next PFC meeting will take place on Thursday 24th September 2026 starting at 7.15pm at the Bradstone Pavillion.

Meeting concluded at 8.50pm.