



Burford Town Council Recreation & Pavilion Committee Meeting

Monday 21st July 2025, 5pm

Present:

Chairperson: Cllr Rushton
Councillors: Cllr P Higgs, Cllr S Palmer, Cllr J Craven, Cllr J Tunnell-Westmacott,
Cllr D Derry.
Members of the Public: None present

1. APOLOGIES

Cllr M Taubenheim, Mr D. Buckland (General Maintenance), Mr P Osbourne (Football Club) and Mr P Slaymaker (Bowls Club) sent their apologies.

2. DECLARATION OF INTERESTS

There were no declarations of interest at the meeting.

3. MINUTES

The minutes of the Recreation Ground and Pavilion Committee meeting held on the 11th November 2025 were received.

There were no questions, therefore the Chairperson moved their acceptance. Cllr Derry abstained from this item as he was not a member at the time of the meeting. Members were unanimous in agreement.

Resolved:

That the minutes of the Recreation Ground and Pavilion Committee held on the 11th November 2024 were approved as a correct record of the meeting and signed by the Chairperson.

4. PUBLIC PARTICIPATION

There were no members of the public present.

5. WEDDING REQUEST

Councillors reviewed a request from a resident to hire out the recreation ground for a wedding.

Councillors required more information from the correspondent before making a decision.



Councillors requested the Clerk to draw up a guidance policy for wedding hire on Council land.

Resolved:

1. That the verbal report was noted.
2. That the Clerk will draw up policies relating to the hire of Council land.
3. That the Clerk will contact the correspondent for more information.

6. BOWLS CLUB

a) Water Supply

No review of proposed new water supply was made. The Council will await more information from the Bowls Club on this matter.

b) Tree Maintenance

Councillors reviewed the Bowls Club request to trim the tops of the conifers lining the car park area.

Resolved:

1. That the verbal report be noted.
2. That the Clerk will review whether this is included within the tree maintenance work that will be commissioned to take place in the autumn. If not, the Clerk will add it to the maintenance work.

7. FOOTBALL CLUB

There were no considerations presented by Clanfield Football Club to consider.

It was noted that some of the football belongings have now been taken from the Pavilion building without permission from Town Council and without using keys to get into the building. The incident happened between the 10th and 11th of July 2025.

Resolved:

1. That the verbal update was noted.
2. That the Clerk will remind Cllr Taubenheim to remove any remaining items in the Pavilion.

8. CLIMATE CHANGE AND BIODIVERSITY

a) Wildflower Area Review.

Councillors were happy with the wildflower areas at the recreation ground. Cllr Craven informed the Committee of the plans to manage the area for the autumn/winter.



b) Scout Garden.

Councillors considered changing the Scout Garden into a Forest Garden. The present garden has limited biodiversity. Councillors will seek more external advice on the matter before making a decision.

Resolved:

1. That the verbal update was noted.
2. That Cllr Craven will send the management of the wildflower areas to the Clerk.
3. That Cllr Craven will review the garden area in August with the Garden Maintenance team and Annie Jenkin from the Windrush Nature Recovery Team.

9. MAINTENANCE

a) Car Park Flooding.

Councillors reviewed the lack of a drainage system at the recreation car park. It is causing flooding. Councillors decided to seek contractor costs for the matter and review at Full Council meeting in September 2025.

b) Rabbits.

Councillors discussed the health and safety issues relating to rabbits. There are rabbit holes on the recreation ground and Councillors are looking into remedies.

c) Pavilion.

Councillors reviewed the possibility of cordoning off the Pavilion for health and safety purposes. Councillors agreed to cordon off the area.

d) Compost Bin.

Ground Maintenance has requested a compost bin for the recreation ground for a green waste solution to leaves and green waste collected on the recreation ground. Councillors agreed to allow this. The decision to purchase a green waste licence will be put to Full Council.

e) Bonfire Day Working Party.

Ground Maintenance requested a working party be involved in the clean up after bonfire night. Councillors agreed to this.

A notice of closure of Westfield will be put in the Bridge and closure notices with reflective tape at all entrances on the day.

Resolved:

1. That the verbal update was noted.
2. That Cllr Rushton to investigate the cost and strategy for implementing a drainage system into the car park.



3. That the Clerk will instruct Ground Maintenance to rake gravel back from the edges of the car park.
4. That the Clerk will discuss rabbit issue with Carterton Town Council.
5. That Cllr Rushton to discuss pest control with contractors.
6. That the Clerk will discuss the monitoring of rabbit holes and filling in with the Ground Maintenance team, noting that the soil filled in should not be sandy.
7. That the Clerk will add rabbit holes to the Risk Register.
8. That the Clerk will purchase signs for the recreation ground entrances.
9. That the Clerk will instruct the Grounds Maintenance team to cordon off the Pavilion.
10. That the Clerk will inform Ground Maintenance of Council's approval of one or two compost bins at the recreation ground in an inconspicuous area.
11. That a Clean Up volunteer led group will be set up to help clean Westfield after bonfire night. Clerk to put notice in the September Bridge newsletter.
12. That the Clerk will notify Ground Maintenance to resurface path at recreation ground where matting has been damaged and remove the damaged grass matting.

The meeting ended at 6.08pm.

DRAFT