

Titchmarsh Playing Field Association

Minutes of the Committee Meeting

7 August 2008

Those present: Gina Gaskin [Chair] Natalie Beer Mel Chapman Ian Curtis Derek Ellis
Rob Jones Paul Milner Dave Walpole

Apologies: Richard Roe Mark Noakes Hannah Garnham

cc: Emma Meen Sylvia Prestwich Phil Garnham

Action

1 Minutes of previous meeting

The minutes of the previous meeting were agreed. Proposed GG: seconded RJ.

2 Matters arising

2.1 None, other than those already on the agenda.

3 Financial update

3.1 MC presented a breakdown of the income and costs from two recent events, the 10K race and Midsummer Music, the profits from which had been £1778 and £1395 respectively.

3.2 The following payments were authorised:

- D Ellis £25.85 [Clips for football nets]
- I Curtis £65.79 [Expenses related to pavilion project]
- J Gaskin £10.00 [Repairs to playground fence]
- Playsafety Ltd 94.00 [RoSPA survey]

3.3 An invoice for £856.36 has been received from Agrostis for their survey and advice on levelling the upper pitch. Payment is to be made from the Association funds via the Parish Council in order to claim back the VAT.

MC

4 Correspondence

4.1 A complaint has been received about the speed at which some of the footballers had been travelling to and from the field. GG has responded to the complainant and MC has spoken to the teams involved. Reminder notices about consideration for local residents are to be placed in the pavilion and on the fence near the exit.

MC

4.2 Spire Homes have confirmed that the tree near the entrance can be removed but must be replaced by an ornamental tree.

5 Health and Safety

5.1 A message was relayed from MN that he had carried out the inspection and had no new issues to report.

5.2 RJ presented the RoSPA report that indicated a few items of low to medium risk. These include the length of the grass, the drop height from the slide, loose bolts on a swing, and the possible hazards inherent in children climbing the horizontal fence rails.

Action:

- The report is to be passed to MN for comment and a summary sent to the Parish Council.
- Consideration is to be given to acquiring a strimmer.

MN

October agenda

6 Fund raising

6.1 September Street Quiz

Members reported that the arrangements for this event are progressing satisfactorily and there will be ten teams representing all parts of the village.

- 6.2 RJ emphasised the need for the Association to extend its fund raising activities because of the new financial commitments accruing from the management of the pavilion. October agenda
- 7 **Developments**
- 7.1 **Pavilion**
- The first fix electrics have now been completed and the plastering is well underway. All the floors have now been screeded.
 - The Steering Group is seeking quotes for the flooring and for surfacing the car park.
 - GG and NB have been advising on the design of the kitchen.
 - There was general agreement that the layout and finish of the Community Room must reflect the needs of the variety of users. The Management Group is considering this in determining furnishings etc.
 - The electrician is to be asked to ensure that the connection with the old pavilion be maintained until the new pavilion is available for use. IC
- 7.2 **Opening Event.**
- 26th October was identified as a possible date for the official opening. This coincides with the date on which the two teams making most use of the pitches play each other. The residents in Dryden's Close and Park Road are to be invited to the event. The Management Group is to draw up a provisional programme. Management Group
- 8 **Pitches**
- The consultant has estimated the cost of refurbishing the upper pitch at over £51K. Ways of achieving this at a significantly lower cost were discussed. MC agreed to seek further local advice. MC
 - IC to contact the Football Association for their view. IC
 - The damage by rabbits and moles is still causing concern. MC and DW agreed to seek advice on how to eradicate the problem. MC/DW
- 9 **Management Group**
- The group has met and the minutes of its meeting were presented and discussed. It has been reviewing the use of - and hire charges for - the pitches and pavilion; hire agreements; involvement of the user groups in the management of the facility; bookings; and caretaking arrangements. Their recommendations are to be presented at the next meeting. Management Group
September agenda
- 10 **AOB**
- There has been no response to the publicity in the Titchmarsh Times about the vacancy on the Committee. DW however mentioned a potential recruit who has shown an interest. He will follow this up. DW

Next meeting: 7.30 pm Thursday 4 September at the pavilion.