



Titchmarsh Parish Council Playing Field Committee

www.titchmarsh.info e-mail: playingfield@titchmarsh.info



Minutes from Committee Meeting

9th December 2004

Those present: Caroline Thompson Derek Ellis Rob Jones Kevin Shapland
Paul Milner Gina Gaskin Richard Roe Dave Walpole
Apologies: Mel Chapman Stephen Brown
Cc: Jane Teague Sylvia Prestwich (web-site)

- | | <u>ACTION</u> |
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| 1. <u>T-Day Feedback</u> | |
| Older Children Equipment | |
| Circulate ideas and rough costs of type of equipment available targeted at older children/young teens, | RJ |
| Get grant application forms from Awards For All to see if further £ 5000 funding available. | PM |
| 2. <u>Pavilion Sub-committee Update</u> | |
| ENDC Planning Officer yet to visit site to give indication of planning support. Plans sent to Football Foundation for initial consideration at meeting on 22 nd November. | DE |
| Offer of assistance from Chartered Surveyor in village to be progressed; copy of plans to be provided with request for estimated costs. | DW |
| 3 <u>Playing Field Constitution</u> | |
| Proposed constitution to be amended to incorporate comments and circulated for next meeting. | CT |
| Final version to be voted on at AGM in April. | ALL |
| 4 <u>Finances</u> | |
| Grass-cutting invoice due for payment (unanimously approved); proposed (RJ), seconded (GG) and unanimously voted that we carry on with service for next year – this to be communicated with payment. | CT |
| Balance of funds £ 4383. | |
| 5 <u>10k Road Race & 3k Fun Run (Sunday 1st May 2005)</u> | |
| Police & St John's both aware and committed to provide services. | |
| Council have approved road closure for full course (with local access), Will need to notify those whose land borders route – use Titchmarsh Times to | |

	give general notification.	RR
	Advert placed in Runners World & Runners World On-line. Web-site updated but on-line application form needs changing once Mel back.	RR
	Entry forms to be ready for middle of Jan.	RR
	Sponsor still to be found for Fun Run.	RJ
6	<u>Christmas Tree Raising</u>	
	Committee to raise tree Sat 11 th Dec at 9am.	ALL
7	<u>AOB</u>	
7.1	Insurance/Playground checks	
	Insurers insist on annual engineer's report and weekly inspection. Insurers to be contacted to get from them what they would require to be covered in a weekly check.	PM/SB
	Roster for each committee member to take responsibility for a month-worth of checks drawn up (see below). It is the responsibility of individuals to arrange cover for their checks if they cannot carry them out themselves.	
	Dec - RJ, Jan - PM, Feb - RR, Mar - DE, Apr - DW, May - CT, Jun - KS, Jul - GG, Aug - MC, Sept - SB, Oct - PG, Nov - RJ, etc.	
	Checklist for inspection and 'training' session for committee to be arranged.	SB
	Action plan/procedure required for corrective action if equipment found to be broken or thought to be unsafe.	SB
	List of suppliers of equipment and 'handyman' to carry out general repairs to be drawn up.	PM
	RJ proposed (2nd by GG) to have working fund of £150 available for spending on repairs without recourse to full committee - approved unanimously.	
	Fence to be repaired over Christmas period.	KS
7.2	Slimming Six	
	Potential for a sweepstake to guess the combined weights one year on to be worked up. £1 entry, winner (nearest weight) takes 50% of all entry monies.	PM
7.3	Thrapston Juniors	
	Payment for 2003/4 season outstanding, letter to be written to Paul Briggs chasing payment of £130.	PM

Next meeting 8pm Thursday 13th January 2005