

# Titchmarsh Playing Field Association

## Minutes of the meeting 6 December 2007

Those present: Gina Gaskin [Chair] Mel Chapman Ian Curtis Shirley Curtis Derek Ellis Mark Noakes Rob Jones Paul Milner  
Apologies: Dave Walpole Richard Roe  
Cc: Emma Meen Sylvia Prestwich Phil Garnham

### ACTION

#### **1 Minutes of previous meeting**

1.1 Minutes of the previous meeting were agreed. Proposed GG; seconded DE

#### **2 Matters arising**

2.1 **Christmas lights:** A possible difficulty because the lights are synchronised with the street lights and, if they are wanted earlier for the official 'switch on,' an alternative arrangement will have to be made. GG to check with the electrician to see what can be done. GG

#### **3 Finances**

3.1 The following payments were authorised:

Payee	Amount	For
Clubroom Committee	£66.00	Meetings and quiz evening
Derek Ellis	£11.68	Broom
Mel Chapman	£112.80	White liner
Howard Bosworth	£1186.75	Grass cutting
Tony Fitzjohn	£536.40	Fees and expenses.

3.2 IC reported that there is no Parish Council insurance cover for buildings or equipment on the playing field. The new pavilion will have to be added to the Parish Council list. We also need to double check that we are covered by the Parish Council's public liability insurance. IC

3.3 A new account in the name of Titchmarsh Parish Council Playing Field Association no.2 account has been opened for the pavilion project. RR to ask bank to remove reference to the Parish Council from both accounts. RR

#### **4 Correspondence**

4.1 The Youth Club Committee has asked to use the field on 25 April 2008. Sue Shapland has also asked if the field can be used for football training at the weekends. Both requests agreed. The cost for training sessions is to be kept in line with that asked of other users ie. £5 per session.

4.2 A complaint has been received from a resident in Dryden's Close about the apparent lack of consultation over the new pavilion. Much surprise was expressed by those present. An email has already been sent, a copy of which will go to the MP, should he request a response.

#### **5 Health & Safety**

5.1 RJ has instructed someone to attempt to rid the field of some of its rabbits. This has been done.

5.2 RJ also reported a number of concerns, viz.

- A blackthorn tree is growing through the fence in the play area.
- Some equipment is in urgent need of repainting
- The pitch needs rolling

- The building blocks behind the changing rooms are potentially hazardous.
  - The rubbish left behind following the clear-up of the hedges represents a potential hazard.
  - The fence bordering the houses needs replacing.
- 5.3 It was decided to:
- Remove the blackthorn tree. MC
  - Repaint the playground equipment in the spring. All
  - Ask Howard Bosworth for his advice regarding the rolling, including rolling out a practice pitch. MC
  - Fence off the area of rubbish and investigate if this can be buried as part of the bicycle trials area. Failing that remove the rubbish in a skip along with the demolished material when the changing rooms come down. MC/DW
  - Write to the Housing Association to replace the fence once all the services to the site for the pavilion are laid.
- 5.4 Mark Noakes reported that he has still not received an electronic copy of the H+S log. Contact Steven Brown GG
- 6 Fundraising**
- 6.1 **10K race:** Sylvia Prestwich has kindly agreed to take responsibility for registrations. Sylvia is to be invited to attend the next meeting. There is a need to check that the advert has gone into Runners' World. GG  
MC reported that Bulley Davy will continue to part-sponsor the race.
- 6.2 **Future events:**  
Given that we already have in the diary the 10K race [4 May], Midsummer Music [21 June] and the quiz [September] and will have to organise an event to mark the opening of the new pavilion, it was generally felt that this was sufficient for 2008. Regarding the Midsummer Music, it was decided to charge £10 per head, to start at 6.30pm, and to hold the event once again on the school field. GG and SC agreed to confirm dates with artistes. GG/SC
- 7 Developments**
- 7.1
- Building regs. have now been agreed.
  - The option of parcelling out the work in separate contracts [structure, plumbing, electrics, fit-out] is being considered. It was suggested that each potential contractor should be asked to itemise these separately. The need to go out to tender is now urgent.
  - Some minor modifications have been required by the Fire Service.
  - MN advised that other issues other than just price [eg H+S] will need to be taken into account in assessing the tenders. He will let the steering group have the schedule of points to consider. MN
  - DE reported that the football club has applied for FA Charter status, a requirement of the funding.
- 7.2 There was insufficient time to discuss the Development Plan and so this will be included on the January agenda. Agenda
- 8 **Pitches:** See above under item 6.
- 9 **AOB:** GG reminded the Committee of the need to fill the vacancy on the Committee All

**Next meeting: 8.00pm Thursday 3 January at The Wheatsheaf.**