



Titchmarsh Parish Council Playing Field Committee

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Minutes from Committee Meeting

8th July 2004

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

ACTION

1. **Parish Council Incorporation**
- 1.1 **Charitable Status**
Small Charities Unit have nothing recorded to show PFC are a charity. Qualification should be automatic under PC – progress this with them. Copies of lease terms now available should sight be needed. **CT**
- 1.2 **Finances**
Bank details need changing to TPCPFC. **DE**
Own funds to be maintained but PC will support balance to minimum of £ 500 as required.
Financial year to be aligned to same as PC (ie April-March).
- 1.3 **Annual General Meetings**
In light of requirement to change financial year dates formal vote taken to move AGM from September to April (ie this financial year to run from Sept 2003 to end March 2005). **DE**
- 1.4 **Insurance**
Is PFC public liability insurance now covered by PC – ie can premiums be cancelled? **GG**
- 1.5 **Health & Safety**
PC have delegated H&S responsibilities for managing Playing Field to PF Committee. Risk Assessment of facilities to be carried out. **Carried Forward.** **SB**
Playground Health & Safety meeting being held in Finedon Tues 13th July – to be attended by Caroline and Stephen **CT/SB**
2. **Fund Raising**
- 2.1 **Easter Quiz Sheet**
£ 87 raised – thanks to Mel and Derek. **MC**
- 2.2 **Family Sports Day / Tug of War Competition – 12th September**
New alcohol licence needed but no court session between now and then; court suggest approaching local publican to operate under their licence. **CT**

	Fairground rebooked.	CT
	Need to rearrange all other activities planned (Tug of War, Children's events, BBQ, etc) and notify Titchmarsh Times.	ALL CT
	August meeting to focus on this event and future of Pavilion only.	ALL
2.3	Autumn Dance (Sat 9th October)	
	Reminder via Titchmarsh Times of date nearer the time.	CT
	Event to be 70s/80s Disco theme – Disco to be booked.	GG
	Raffle to be kept simple with c6 good prizes.	
	Food to be provided by PFC – ploughman's style fare.	
2.4	Titchmarsh Fete	
	Successful day with good turn out and support from PFC – thanks to all.	
	Final finances to be confirmed but c£ 3000 is likely total, with PFC 'share' of c£ 750	RJ
2.5	Sponsored Weight-loss	
	Final weigh-in showed loss of 95lbs with Kevin still to be weighed.	
	Update Sylvia for the web-page.	PM
3.	<u>New Pavilion</u>	
3.1	Lease	
	Merchant Venturers progressing with change of lease activity. Update at next meeting.	CT
4.2	Sub-committee	
	Any project undertaken with Football Foundation monies must be project managed by qualified and insured professional (this doesn't have to be an architect)	
	Landfill tax funding being explored – meeting Tues 20 th July, Derek and AN Other to attend.	DE
	Designs being redrawn with modifications requested.	DW
	Next meeting to be held at Pavilion to focus minds on task in hand.	ALL
5.	<u>AOB</u>	
5.1	Changing Facilities	RJ
	TTJFC to be contacted regarding state they are leaving changing rooms.	
	Carried forward.	
5.2	Skateboard Facilities	
	Respond to Daniel Ward-Williams interest in establishing a skate park by requesting his proposals and ideas for fund-raising.	GG
	Approach Oundle Council for information/learnings from their pocket park skateboard facility.	CT

Next meeting: 7.30pm, Thursday 12th August
At the Playing Field to discuss the Pavilion and Fun Day
Next Committee Meeting: 8pm, Thursday 9th September