



Titchmarsh Parish Council Playing Field Committee

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



Minutes from Committee Meeting

9th March 2005

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

- | | | <u>ACTION</u> |
|-----|---|-----------------------|
| 1. | <u>T-Day Feedback</u>
Results still being finalised by T-Day Committee. Presentation to be arranged when available. | CT |
| 2. | <u>AGM Preparation</u>
Date set for Thursday 14 th April. Clubroom booked.
Circulate final version of proposed Constitution in advance of AGM.
Committee to contact previous/current members to ensure they all know about AGM: RJ – Anne Swift; PM – Phil Garnham; KS – Rob Rouwenhorst. | CT
RJ/PM/KS |
| 3. | <u>Finances</u> | |
| 3.1 | The Committee was presented with the following payment to authorise:
Typestart Printing of 10k Race posters £ 112
Payment proposed by RR, seconded by DE, all in favour. | DE |
| 3.2 | Thrapston Juniors to be chased for outstanding payments for 2003/4 season. | PM |
| 3.3 | <u>Grass Cutting</u>
Proposal (RJ, seconded by GG, all in favour) to continue service with Howard Boswell on same terms as last year. PM to write and confirm arrangement. | PM |
| 4. | <u>Playground Health & Safety</u> | |
| 4.1 | <u>Monthly Inspections</u>
Monthly check sheets to be photocopied, originals to be held on file by Secretary, copies to go into monthly inspection pack (to provide continuation from one month to next) along with new, blank set for that month's comments/actions to be noted.
Feedback on H&S inspection process to be agenda item for next meeting to discuss how process is working.
SB to be requested to provide a training session of the rest of the Committee when convenient. | PM
SB
ALL
CT |
| 4.2 | <u>February Corrective Actions</u>
Additional wood chippings distributed under swings | |

- 4.3 March Actions**
 Padlock to be bought for large gate and keys held by Chair, Grass Cutting Contractor and further set with Pavilion keys. **KS**
 Housing Association to be contacted about state of boundary fencing. **RR**
 Closing spring for pedestrian entrance gate to priced; authority of Committee to purchase this if less than £30. **PM**
- 4.4 Rocking Ride**
 £400 required from Wicksteed Liesure to repair the damaged equipment deemed too expensive. John Gaskin prepared to make suitable repairs for £100 plus costs of any bespoke parts from Wicksteed provided Parish Council confirm their acceptance of insurance liability should anyone get injured by the JG -repaired equipment [this position has been checked by PC Clerk with their insurers as acceptable - subject to John's tools being checked by PC as in good working order; so he doesn't sue them if he injures himself whilst using them!]. Proposal to take JG up on his offer (subject to above) made by PM, seconded by MC, all in favour. **GG**
- 4.5 RoSPA Inspection**
 PC insurers have confirmed to them that they will not insist on us bringing forwards the planned inspection (June) to May to co-incide with the policy renewal. All they request is a copy of the report be forwarded as soon as it's available.
- 5. Pavilion Sub-committee Update**
- 5.1** Meeting with Football Foundation highlighted several key facility requirement changes (more loos/showers for female as well as male officials). Plans being redrawn in light of this for resubmission. **DW**
- 5.2** I nitial rough budget estimate is c£180k; guidance from Football Foundation suggests that £90 -95k could be forthcoming from a successful bid. Revised plans are also being simplified to bring costs to c£140k (roofline, simplified function room, etc) along with location to avoid costly land levelling - preferred position would mean relocation of basketball court. **MC/KS**
- 5.3** Letter to be drafted to Drydens Close & Park Road residents advising that planning permission will be sought and circulated with elevation and site location drawings. **PM**
- 6. 10k Road Race & 3k Fun Run (Sunday 1st May 2005)**
 List of volunteers and jobs to be worked on - aim to pair up experienced and novice organisers to spread skills. **RR**
 Posters distributed for laminating and putting up. **ALL**
 Press release to advertise event to be written. **MC**
 25-30 runners registered to date, in line with other years
 Whilst 3k is covered under Bulley Davey sponsorship, Weetabix to be approached for extra funds as all finishers to receive medal. **RJ**
 Entry forms for 3k to be printed on different colour paper (and A5 size) to 10k for ease of processing. **RR**
 Louise Brown to arrange informal training sessions for any villagers interested - mention arrangements in Titchmarsh Times. **MC**
RR

7. Events

7.1 Nostalgia evening

To be progressed in November, check date of Church Quiz Night and plan date to avoid this – go for a Friday early evening.

GG

7.2 Mini rounders tournament 2206

Prince William school to visit and assess site.

GG

7.3 Licensing Law changes

CT gained some understanding of changes (temporary annual licence) but needs to progress/understand more with Clubroom Committee.

CT

7.4 Autumn Disco

Clubroom booked for us on 22nd October (Trafalgar Day).

CT

7.5 Fete - Sat 11th June

Book BBQ (Barnwell Trailers) to ensure availability with level of local activity on same day [Subsequent to meeting RJ confirmed BBQ kindly lent to us at no cost].

RJ

**Next meeting is AGM 8pm Thursday 14th April 2005 in
the Clubroom**