



Titchmarsh Playing Field Association

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Minutes from Committee Meeting

13th May 2004

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

ACTION

1. Parish Council Incorporation

1.1 General Actions

CT has written to Merchant Venturers to advise of incorporation; response awaited. CT

Check whether TPFA has charitable status; if not then no issue with incorporation as committee of PC with fully delegated responsibilities. SP

Add Jane Teague to minutes circulation. PM

Check ins. policy requirements for ROSPA risk assessment of playground equipment. SP

Note to Village of changes to be made via Titchmarsh Times. CT

1.2 Finances

Further advice to be sought from Nat Ass. Local Councils ref keeping bank accounts separate – also check PC auditors are OK with this. SP

Cancel Direct Debit (Electricity £ 6/month) & put in name of PC. DE

Water account to be changed to PC (Jane Teague address). DE

Check whether PC Public Liability Ins covers Playing Fields; if it does then cancel TPFA policy and get pro-rata refund. SP DE

Get comparative quote for grass cutting from Tovey's – note: cost and service would need to be considered before any changes to TPFA arrangements were made. Must get Howard to send invoices to PC (Jane Teague). SP DE

2. Fund Raising

2.1 10k Road Race

£ 878 profit from event.

Thank you letter to sponsors to be sent. CT

Note for Titchmarsh Times to make reference of first Villagers home. CT

10th anniversary event for 2005 will need even earlier planning; look to make it an extraordinary event with more than just the 'normal' arrangements. ALL

Contact Stanwick Fun Run organisers to understand their charging/funding (Council involvement/funding?). GG

2.2	<p>Family Sports Day / Tug of War Competition - 4th July Two village marquees booked, Boys Brigade tent also needed.</p> <p>Tug of War 8 teams needed - £ 1 per person entry fee. Timetable of pulls to be drawn up (including time for impromptu Ladies'/Children's pull). Shield for Winners to be bought for annual presentation. Teams so far:</p> <ul style="list-style-type: none"> • Fire Brigade) • Ringstead) All via the football teams • Thrapston) • Dog & Partridge (James Stokes) <p>Teams still to confirm/be approached:</p> <ul style="list-style-type: none"> • Young Farmers) • Clopton) • Oundle Rugby Club) Report progress within next 10 days • The Fox) • The Wheatsheaf) <p>Other events: Fun-fair booked. Louise Jeffries/Louise Stokes to organise Children's/Family races. Climbing Wall available? Bouncy Castle to be booked. Welly Wang & Penalty Shoot-out to be staged as not room to do these at Fete. Bar skittles (in/next to beer tent). Men vs Boys 5-a-side? BBQ to be run using village-supplied BBQs.</p> <p>General: Licence approved for 12 -4pm, Dave Walpole kindly agreed to run bar. Cost of rental of toilets? Charles Well approached about sponsorship- awaiting response. Alternative sponsor(s)? - Peter Lane. Is PA available for the day? Make repeat note of event in Titchmarsh Times. Poster to be designed to publicise event and mailshot around village to be arranged as a priority. Lots still to do - separate meeting to be arranged just on this event. More than just TPFAs team will be needed - press-gang volunteers.</p>	<p>CT</p> <p>DE/MC</p> <p>ALL</p> <p>PM SB</p> <p>GG/MC</p> <p>DW</p> <p>RJ GG PG CT</p> <p>DE/MC</p> <p>CT ALL</p>
2.3	<p>Easter Quiz Sheet Closing date 21st May - some extra copies available from Mel.</p>	<p>ALL</p>
2.4	<p>Autumn Dance (Sat 9th October) Clubroom booked for 9th October. Licence approved. Reminder via Titchmarsh Times of date nearer the time. Event to be 70s/80s Disco theme - investigate Disco options.</p>	<p>CT CT</p>
2.5	<p>Titchmarsh Fete (Sat 12th June 2004) TPFA down for BBQ and Flying Teddies. Some charcoal left from last year - but still approach local suppliers.</p>	<p>ALL AS</p>

	Bread to be ordered through Safeway and burgers/sausages from previous source – check RJ records of quantities from last year.	GG
	Chopped onions to be provided.	PM
	Post-it notes required for order system.	ALL
2.6	Sponsored Weight-loss	
	May weigh-in (only 4 of the 6) loss of 12.5lbs. but total to date now 73.5lbs.	
	Update info for web-site.	PM
3.	<u>Funds Update</u>	
	Balance at £ 3800 after 10k and very generous donation from Horticultural Society – letter of thanks to be sent.	CT
	Raymond's house and land to be sold (guide price £ 265k) with covenant on land if planning permission granted in future.	
4.	<u>New Pavilion</u>	
4.1	Lease	
	Confirmation agreeing to all terms and original contribution of £ 2000 + VAT & possible Court Fees (c£ 200) received from Merchant Venturers' agent.	
	Any lease would need to be in Parish Council name – MV to be made aware of this before lease redrawn.	CT
4.2	Funding Application – Business Plan	
	Pavilion Sub-committee now have clear idea of requirements/layout of pavilion. Experience from previously successful funding recipients suggests cost likely to be c.£ 150k.	
	Dave Walpole to join sub-committee.	MC/DE/
	Sub-committee to carry on driving the project with delegated authority of main Association.	PM/KS/ DW
	Landfill tax funding to be investigated to allow formal approach to Mick George.	RR

**Next monthly meeting: 8pm, Thursday 10th June
Reverting to The Dog & Partridge**

**BUT – separate meeting for Family Sports Day to be arranged
before this**