

# Titchmarsh Playing Field Association

## Minutes of the meeting 29 May 2008

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

### Action

#### 1 Minutes of previous meeting

The minutes of the previous meeting were agreed. Proposed RJ: seconded PM.

#### 2 Matters arising

- 2.1 GG reported that she had spoken to the horse's owner and the issue re manure has been resolved.
- 2.2 No response has yet been received from Spire Homes re the trees.

#### 3 Financial update

3.1 In the absence of the treasurer, no payments were tabled for authorisation and no statement on the current financial position was available.

3.2 Following a long discussion on the auditor's comments, the following points were agreed:

- The Association does not wish to register for VAT purposes.
- It does not wish to seek charitable status at this time.
- The Association would still prefer for the pavilion to be passed to the Parish Council on completion.
- SP is to be asked to seek further advice from the Parish Council auditor regarding the status of the new pavilion. IC
- IC to seek further clarification from the Association's auditor of the various points raised. IC

#### 4 Correspondence

None, other than that covered elsewhere on the agenda.

#### 5 Health and Safety

- 5.1 MN has carried out the inspection and had no new issues to report.
- 5.2 MN agreed to provide a full report for the AGM. MN

#### 6 Fund raising

##### 6.1 10K race: 4 May 08

The event was agreed to have been successful once again and GG thanked everyone for their efforts. The final figure for profits is not yet available.

##### 6.2 Village fete: 14 June 08.

- The various responsibilities were allocated.
- The shop is to be asked if, as a gesture, their supplier could provide bacon either gratis or at cost. IC
- It was agreed to keep the prices as last year.

##### 6.3 Midsummer Music: 21 June 08

- GG has arranged the insurance and the temporary event notice.
- Tickets are selling reasonably well, but there is a need for more publicity. MC to organise. MC
- A coffee cart is to be provided; the owner will donate 10% of takings to the RJ

|     |   |                           |
|-----|---|---------------------------|
|     | Association.  |                           |
|     | <ul style="list-style-type: none"> <li>• Price of tickets confirmed as £10 but under-fives allowed free entry for the earlier part of the evening.</li> <li>• Marquees to be erected on Friday evening with the rest of the organisation of the event undertaken during Saturday.</li> <li>• Because of variations in the size of gazebos, no pitches are to be marked out with space allocated on a first come, first served basis.</li> <li>• RJ to arrange collection of keys from the school.</li> <li>• Security to be provided from 9pm to midnight.</li> <li>• GG to seek permission for parking on Churchfield.</li> </ul>  | All<br><br>RJ<br>MN<br>GG |
| 6.4 | <b>September Quiz</b><br>Members asked to begin to organise street teams.   | All                       |
| 7   | <b>Developments</b>   |                           |
| 7.1 | <b>Pavilion</b> <ul style="list-style-type: none"> <li>• Work is still progressing well and the roof trusses are now on-site.</li> <li>• The award of the plumbing and electrics contract is now urgent.</li> <li>• JH has asked if the location of the basketball post could be agreed as he will soon have a crane on-site, but it was felt that it was too early for a decision to be made at this stage.</li> </ul>   | Steering group            |
| 7.2 | <b>Development Plan</b> <ul style="list-style-type: none"> <li>• Re. youth development, Thrapston U16 team are interested in using the pitches for matches as well as training. IC to discuss with team manager.</li> </ul>   | IC                        |
| 8   | <b>Pitches</b> <ul style="list-style-type: none"> <li>• A meeting has been arranged at the field with a representative of Northants. FA to discuss the proposal to level the upper pitch.</li> <li>• The goal area near the pavilion has been repaired and reseeded. Concern still remains over the gullies created by the drainage work. A working group was organised to address the problem.</li> <li>• A set of posts is to be erected near the old pavilion on the evening of 2 June.</li> </ul>   | MC/IC<br>Working group    |
| 9   | <b>Titchmarsh Times</b><br>Copy for the August/September edition to include the September Quiz and proposals for the opening of the pavilion.   | MC                        |
| 10  | <b>Management of the pavilion.</b><br>Following discussion the following points were agreed: <ul style="list-style-type: none"> <li>• While the full committee will continue to make decisions on the administration of the pavilion, a smaller group will meet to oversee day-to-day management. The composition of this group is to be decided after the AGM.</li> <li>• There is a need to appoint a caretaker/cleaner. The job description used by the Clubroom Committee can be used as a model.</li> <li>• It is important that there is liaison between the Association and the Clubroom Committee over hirings.</li> <li>• Pitch fees will need to reflect the enhanced facilities and yet still be competitive. Some research is needed to discover what other organisations charge.</li> <li>• Once the pavilion is up and running, the application for an entertainments licence will be a priority.</li> <li>• The hiring agreement will have to be revised to cover use of the pavilion by other users.</li> </ul> | PM                        |

**AOB**

- DE expressed concern that the Parish Council minutes erroneously suggested that the work on the pavilion was responsible for the damage to the road surface in Dryden's Close.
- SC indicated that she would be standing down at the AGM and RJ commented that he would not be standing as vice-chair again this time.

**Next meeting: Thursday 3 July at The Clubroom.**

**7.30pm: Annual General Meeting**

**8.00pm: Committee meeting.**