



Titchmarsh Playing Field Association



Minutes from Committee Meeting

13th November 2003

Those present: Caroline Thompson Derek Ellis Kevin Shapland
Gina Gaskin Paul Milner Rob Jones
Apologies: Richard Roe Phil Garnham Mel Chapman
Cc: Sylvia Prestwich (Village Website)

Thanks to Gina for hosting the meeting and providing generous refreshments!

1. **Actions from October Meeting** **ACTION**
- 1.1 **Baby Swing**
Quote from Wicksteed £1000 to provide separate baby swing; only alternative would be to replace one of current swings with a baby seat (c£75), Decision taken not to remove current swing but apply for further play equipment grant next year. RJ
- 1.2 **Fencing**
30m of chain-link being replaced – not yet completed. Housing Association to be contacted ref issue of access and unsightly/potentially dangerous rubbish. RR
- 1.3 **Village Fete 'Surplus' Fund**
Amount sits within Church funds. Still awaiting £500 from Halifax (Julia Powell); not certain of actual amount but will not be >£1000. Agreement from representatives of all village bodies involved in fete is to hold the fund for granting to good causes (on application) other than the committees themselves.
NOTE: there is also a separate village fund of surplus from Jubilee of c£1200 held by Parish Council.
- 1.4 **New Year's Eve Dance**
Party Disco to be held in Clubroom from 8.30pm onwards on New Year's Eve. Tickets distributed to Committee for selling. GG
Raffle prizes required (PC Organiser and Vase/Bowl already donated by Kevin). ALL
Notify Titchmarsh Times this week (before Dec edition deadline) of dance as well as fencing repairs, Christmas Quiz and contact details sheet of committee members. CT
- 1.5 **Valentine's Dance**
New Thrapston centre due for completion 12th Dec; Function room with bar holds up to 200. Interest explained and Sat 14th Feb provisionally booked (by phone & e-mail) – charges to be confirmed. RJ
Can we run a pay bar? RJ

	'Buzz' provisionally booked (R&B with disco in breaks) for £350 – subject to them not playing Thrapston earlier in Feb. Buffet to be provided by committee members.	CT
1.6	Grass Cutting & Pitch Rolling Invoice for £646 for 2003 received and paid. Quote for 2004 of £1010 + VAT maximum; based on cutting, rolling, strimming and litter picking. If fewer than budgeted cuts needed will refund proportion of charge but won't charge if more are required. Communicate acceptance of proposal. Copy of Public Liability Insurance Certificate to be chased.	DE CT
1.7	Parish Council Derek & Mel presented proposal to become formally incorporated within Parish Council. PC agreed in principal subject to legal implications and working details. Joint sub-group to be formed – Mel & Derek to represent TPFA. Reply as such to Jayne Teague's e-mail.	MC/DE CT
1.8	Lease Letter from Merchants Venturers granting 25 year lease, but conditions apply. Respond in writing: <ul style="list-style-type: none"> • Agree rent increase • Question how £2000 costs reached/justified (costs to be checked) • Request discussion meeting – especially ref break clause 	PM DE
1.9	Pavilion Lease terms critical to progression of grant funding. Dave Foreman (previous successful applicant) contacted & willing to help with advice from his experience. Copy of his business plan to be circulated to committee for familiarisation of what required. Martyn Glynn of Thrapston Town FC keen to support proposal and will work on football plan. Involvement of school in business plan (for wider community involvement) to be explored with Governors. Planning permission – even outline consent can only be given in response to written request. Not yet ready for this.	DE DE PM/KS
2.	<u>Village Website</u> E-mail contact numbers and minutes to Sylvia Prestwich. Will add general information and article on 10k run early in New Year.	PM MC
3.	<u>Nostalgia Night</u> Gina to contact Julia Powell to make sure only one event being organised. Mel & Gina to plan something for Spring 2004.	GG MC/GG
4.	<u>Clubroom Committee</u> TPFA to ensure representation at Clubroom meetings. Rota to be drawn up between Rob, Gina and Caroline.	RJ/GG/CT
5.	<u>Titchmarsh 10k</u> Attempt to divide jobs up more fairly than previous years:	
5.1	Alternative of using school hall/facilities if Clubroom not available? Raise at next Governors' meeting.	PM/KS
5.2	Apply for permit to run event (January).	GG

- 5.3 Sponsorship – approaches to be made to:
- Connell Henderson GG
 - Weetabix KS
 - Merchants Venturers PM
- 5.4 Application forms to be printed & sponsored by Media Outcomes. E-mail addresses to be requested on form. KS
- 5.5 Mark Souster to be approached ref poster printing. KS
- 5.6 Purchase 3rd stopwatch as contingency. GG
- 5.7 Entry fees agreed as £5 club runners, £6 non-club and £7 on the day.
- 5.8 Should the day include children's events such as cross-country run, obstacle race or laps around playing field? If so these must be run independantly of the main race. Would FOTS be willing to get involved? Kevin to approach via Sue. KS

Next meeting Thursday 11th December at Caroline's house – evening to include pre-Christmas committee meal.