Titchmarsh Parish Council
Playing Field Committee

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Minutes of Committee Meeting
4th October 2007

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

Mark was warmly welcomed to the meeting and agreed to take the vacant place on the Committee.

ACTION

1 Minutes of previous meeting

1.1 Minutes of the previous meeting were agreed. Proposed GG; seconded SC

2 Matters arising

2.1 **Caravan Club:** The Club will not be using the field as they require sufficient hard-standing for 30 caravans and access to two rooms.

2.2 **Footpaths:** The footpath alongside the field is to be cleared under the Community Programme. It was further suggested that they clear the area of hedgerow behind the goalmouth in order to deny cover to the rabbits. GG

3 Finances

3.1 No financial update was available.

4 Correspondence

4.1 The autumn edition of The Playing Field is being circulated.

5 Health & Safety

5.1 The horse apparatus has been repaired. Invoice from John Gaskin awaited.

5.2 Mark Noakes reported that he had already carried out a H+S check and will undertake the October and November checks also. He had yet to receive a blank copy of the log, but suggested that a one-page summary sheet should suffice with the existing sheets used as reminders of what to look for. DW

5.3 The most recent inspection revealed a need to replace the plastic caps on the screws on the horse apparatus because they currently present rough edges. There is a difficulty in getting hold of these so MN will look at resolving the problem using steel washers. MN

5.4 The wall behind the Changing Rooms has been vandalised as is in a precarious state. It was decided to demolish it and to protect with a plywood sheet the rear window that will be thus exposed. MC/DE

5.5 There have been complaints about the state of the toilets. MC has cleaned them out and will check on the lighting. MC

6 Fundraising

6.1 **Street Quiz**.

The event was agreed to have been a success. A letter is to be sent to Clare Walpole for all she did in managing the bar. IC

Key points from the discussion:

- Too much of the draught beer was unsold with the consequence that no profit was made on it. It was decided not to sell draught beer at similar events in future. DW
- Paul Cooper refused to accept a donation but he will be offered £30 to cover his printing and other costs. GG
- More thought needs to be given to the formation of teams to ensure that no-one feels excluded. Agenda

6.2 **Christmas lights**

- GG reported that the Trees and Trimmings Committee is happy for the switching on of the lights to take place at 4.30pm, just before the Christmas Fair on 16 December.
- GG to organise tree. Darren Wells has agreed to set up the lights. GG

6.3 **Checklist for future events.**

A checklist was circulated and suggestions made to improve it. IC

7 Developments

7.1

- A total of £176528 has been promised for the scheme from various funders, the latest contribution being £120528 from the Football Foundation. It was agreed that the pavilion project can now go ahead. GG thanked IC for his work in organising the funding.
- There are specific deadlines to work to, including invoicing for the ground-works by 1 March and making first request for payment from the Football Foundation by 20 March.
- The Steering Group has met and is finalising the plans and design brief in order to go to tender. MN agreed to join the Steering Group. Steering group
- DW has contacted those responsible for the Thrapston Town project and they will advise on developing the next phase of the project. DW
- Pete Dorrington has agreed to take out the old posts on the upper pitch and – while he is there - he will be asked his views on the potential ground-works, including the nature of the soil conditions and the location of drains. MC

7.2 It was agreed that there is a need for a separate bank account to cover the work. RR to be asked to set up an account in the name of Titchmarsh Playing Field Pavilion. A priority is to look at the cash flow position to ensure that there are no difficulties in meeting the contractor's demands. IC/RR

7.3 Now that we have the grant form the Football Foundation, there is an urgent need to ensure the action is taken on the various elements of the Development Plan. All members to report back at the next meeting on the progress of the All

sections for which they have oversight.

8 **Disassociation from Parish Council**

The Committee considered the letter from Sylvia Prestwich and a schedule outlining the differing roles and responsibilities of the Parish Council and the Playing Field Committee. After discussion it was decided:

- To accept the disassociation in accordance the distinctive roles outlined in the schedule;
- For the committee to revert back to Titchmarsh Playing Field Association;
- For ownership of the facilities, including the Pavilion, to be vested in the Parish Council as lessees of the playing field.

9 **Dance Floor**: It was agreed that the Playing Field Association should retain ownership of the dance floor, but to make it available to other village organisations at its discretion.

10 **Pitches: condition and proposals for improvement**

The following points arose from the discussion:

- A recent match had to be cancelled because the referee considered the surface to be too dangerous. The contractor was called in and repaired the more serious areas of damage.
- Much of the damage is being caused by rabbits. Arrangements are in hand to eradicate them as far as is possible, but consideration needs to be given at a future meeting to providing a rabbit proof fence at the boundary of the lower pitch. Agenda
- The issue of a junior pitch has still to be resolved. It was proposed that we look further into the cost of providing permanent junior-sized goals in the area near the changing rooms. Agenda

11 **AOB**

11.1 An unofficial request has been made by the Mothers and Toddlers Group for toddler swings to be erected in the play area. They are willing to raise funds for them. SC agreed to investigate costs etc SC

11.2 DW reported that some young people have attempted to made mounds at the far side of the upper pitch for a cycle track. It was agreed that we could permit this and provide some soil for them to develop the area. MC/DE

This being Caroline's last meeting before she moved abroad, Gina took the opportunity to celebrate her significant contribution to the Association since she first joined over ten years previously. She pointed out that the Association had been in a fairly moribund state when Caroline first joined and that she had played an important role in revitalising it, especially during her time as chairman. Caroline received the warm thanks of all the members.

Next meeting: 7.30pm Thursday 1 November at the Clubroom