

OLDBURY ON SEVERN PARISH COUNCIL

PLAYING FIELDS COMMITTEE

Minutes of Committee Meeting held on 19th April 2018 at 8.00pm in the Pavilion,
Westmarsh Lane, Oldbury-on-Severn

PRESENT

Committee Members: Ian Knapp (Chairperson), Mike Pheysey (Secretary), Chris Fairhead, Charlie Keedwell, Gerald Porter, Cllr Keith Sullivan, Denise Young.

24/18 To accept Apologies for absence

Matt Clothier, Cllr Glynn Pool, Jon Stephens.

25/18 To Receive Declarations of Interest in Items on the Agenda

None.

26/18 Public Forum

None.

27/18 To approve the last minutes

The General Meeting minutes of the 8th February 2018 were duly approved by the committee and signed by the chairman.

28/18 The Berkeley Hunt – use of the area around the pavilion

This item can now be removed from the agenda. *Action: Mike Pheysey*

29/18 The New Play Area

There is a half day Playground Management Training Seminary on Tuesday 1st May run by Avon Local councils Association (ALCA) and Gloucestershire Playing Fields Association (GPFA). Mike Pheysey said that he would try and get time off work and attend and all agreed that the £35 fee should be met by the committee. *Action: Mike Pheysey*

Cllr Keith Sullivan recently found and disposed of an abandoned used dog waste bag abandoned in the middle of the children's play area.

Ian Knapp said that he would investigate what it would take to re-hang the gate between the football field and the Pavilion large car park so that it would swing inwards towards the Pavilion. *Action: Ian Knapp*

30/18 The Football Field

Ian Knapp asked Charlie Keedwell if he would bring up at the Cricket Club meeting about the possibility of the Cricket Club taking on the mowing of the football field. *Action: Charlie Keedwell*

31/18 Fixed Asset register

Cllr Keith Sullivan said that the Parish Council was going to review the village fixed assets differently than last time and would inform the Playing Fields Committee when the new register is ready. *Action: Cllr Keith Sullivan*

32/18 The PFC Risk Reduction Checklist

Nothing to report.

33/18 Grass Cutting Quotes

Ian Knapp said that he would ask Complete Weed Control for a quote to cover this season (2018) and will obtain competitive quotes in good time for next season (2019). **Action: Ian Knapp**

34/18 Busy Bees

Denise Young said that Busy Bees had obtained some preliminary estimates for the proposed fencing in front of the “high swings” between the Pavilion and the Cricket Club track fence. A wooden fence would be a “very low cost” but a metal one matching the existing fencing around the new children’s play area would be in the £1500 range. As Busy Bees want a metal fence, they have embarked on a fund raising campaign.

Busy Bees are also planning to repaint some of the internal surfaces within the Pavilion “to smarten things up a bit”.

35/18 Financial Summary

Jon Stephens was not present at the meeting but submitted a report immediately afterwards which is included below in appendix A.

Denise Young reported that she had received £105 for Pavilion bookings.

10.02.18	Liz Nichols	Cheque	£15.00
23.02.18	Ella Taylor	Cash	£10.00
24.02.18	Mr Bessant	Cash	£15.00
10.03.18	Mr Bessant	Cash	£15.00
17.03.18	Lisa Charnley-w	Not paid yet	-
24.03.18	Mr Bessant	Cash	£15.00
07.04.18	Mr Bessant	Cash	£20.00
16.04.18	Bianca	Cash	£15.00

Ian Knapp said that he would approach the village shop regarding their donations to local causes with a view to helping with our proposed new heating system for the Pavilion. **Action: Ian Knapp**

36/18 Village Fun Run

Cllr Keith Sullivan reported to the committee that the village fun run is not occurring this year.

37/18 Pavilion Heating

Keith Sullivan has had a few problems arranging a consultant to visit the Pavilion with regard to insulation and system sizing. **Action: Keith Sullivan, carried forward.**

38/18 A.O.B.

Black bins – Chris Fairhead said that he will have a word with Matthew Riddle about black bins and why South Gloucestershire Council is saying that Pavilion is not registered for black bin collection. Mike Pheysey said that he would ask the village shop what they did to get themselves on the black bin collection list. **Actions: Chris Fairhead and Mike Pheysey**

Cricket Club lease amendment – Gerald Porter raised some points over the amended lease agreement.

Drainage – Keith Sullivan reported that he is in communications with South Gloucestershire Council regarding the flooding at the bottom of Church Hill whenever it rains heavily. Apparently

the area around Christmas Cottage can be lower than the water in Oldbury Pill so the installation of a drainage pipe into the pill will not solve the issue. Alternatives are being considered.

Double glazed vestibule for the Pavilion – Ian Knapp is carrying out preliminary investigations into types and costs of a double glazed vestibule to enclose the open area at the west end of the Pavilion. He will report back to the committee when he has some figures. *Action: Ian Knapp*

39/18 Close of meeting

The secretary confirmed that the next meeting will be at 7:30pm on Thursday 5th July 2018. The Chairperson closed the meeting at 9.05pm.

Signed by Chairperson: _____

Appendix A – Financial Statement – 1st February 2018

Oldbury on Severn Playing Fields Committee Summary of Accounts for OPFC February Meeting Meetings date 19/03/18 - Accounts as of 31/03/18

Financial Summary

Current Account £13747.61
Deposit Account £32.47

Payments – Current Account

Elite Hygiene services
Ford Fuel Oil

Cash

None

Outstanding

None

Receipts

None in final period – Hall hire payment received post accounts closure – will be included in 2018/19 accounts.

Building Society Statement

Balance @ 01/02/18 - £9698.32

Transactions

Monies owed to the PFC

Youth club rental contribution stands at £480.00 (**£6 x 40 weeks =£240 up to 31/03/17**) & **subsequent requirement for 2017/18** – letter to AWG (25/07/17) – Requires payment as 2 years in arrears

Real Thornbury – **contribution for use of field for last 2 seasons** – P O'Connor to provide cheque

Authorisations

Oil, grass & cleaning as required

Signatures for cheques

As per above as required.

AOB

Formal copy of the accounts forwarded to Clerk of the Parish Council – Copy of the accounts & payment receipts will be forwarded for audit purposes in the near future.

Nat Power revised contract established however reviewing the accounts it appears 2 mandates are being currently paid – Resolved by Chris / N Power.

Note if anyone is instruction or receiving a bill on behalf of the PFC can they please advise the issuer to address it to Oldbury Parish Council

Reminder we are still looking for a treasurer for the playing fields – this previous year I have done due to the fact no one has wanted to take the role despite giving a years notice please look to get a replacement.