

# **OLDBURY ON SEVERN PARISH COUNCIL**

## **PLAYING FIELDS COMMITTEE**

Minutes of Annual General Meeting held on 6<sup>th</sup> April 2017 at 7.30pm in the Pavilion,  
Westmarsh Lane, Oldbury-on-Severn

### **PRESENT**

**Committee Members:** Chris Fairhead (Chairman), Mike Pheysey (Secretary), Jon Stephens (Treasurer), Cllr Dylan Griffiths, Ian Knapp, Gerald Porter, Cllr Keith Sullivan, Denise Young.

### **14/17 To accept Apologies for absence**

Derek Garrett, Andrew MacDonald, Glynn Pool, Ivor Stafford, and Barry Turner

### **15/17 To Receive Declarations of Interest in Items on the Agenda**

None.

### **16/17 Public Forum**

None.

### **17/17 Chairperson's Report**

Please see appendix A for the Chairperson's report.

### **18/17 Treasurer's Report**

Please see appendix B for the Treasurer's report.

### **19/17 Appointment of Committee Members and Representatives**

- Parish Council: Cllrs Dylan Griffiths and Glynn Poole (to be confirmed by the PC)
- Cricket Club: Charlie Keadwell (to be confirmed) and Gerald Porter
- Horticultural Society: Alan Knapp
- Oldbury School: Cllr Dylan Griffiths
- Busy Bees Playgroup: Denise Young
- Cllr Keith Sullivan
- Cooptees: Chris Fairhead, Ian Knapp, Andy MacDonald, Mike Pheysey, Jon Stephens, and Barry Turner

### **20/17 Election of Officers**

- Chairperson: Ian Knapp
- Vice Chairperson: Chris Fairhead
- Secretary: Mike Pheysey
- Treasurer: To be appointed
- Lettings Officer: Denise Young

Proposed en block by Chris Fairhead, seconded by Mike Pheysey, all agreed.

### **21/17 Appointment of bank account and building society signatories**

Jon Stephens recommended that new accounts be opened by the incoming treasurer with an institution that has a counter service more convenient than the current bank.

### **22/17 Close of the AGM Meeting**

The Chairperson closed the meeting at 8.20pm

Signed by Chairman: \_\_\_\_\_

## **Appendix A – Chairperson’s Report – 6<sup>th</sup> April 2017**

---

Playing Fields Committee AGM. 6<sup>th</sup>. April 2017.

Chairman’s Report.

It has been a year of consolidation with only minor works to maintain the existing infrastructure.

The children’s play area has been completed other than fitting plastic shielding to the sides of the slide at the top to prevent children getting trapped between the lower surface of the slide and the ground. The slide has been without this extra protection for 30 years without an incident and so the risk is relatively low. Jon Stevens and I are sourcing the plastic and we will fit it when we next have a working party.

We have begun a general tidy up. Glynn has taken down and removed the small shed by the gate to the MUGA.

We have removed the concrete from the spare railing. The railing is to be stored the concrete awaits a means to load and take away.

Ian Knapp has done a sterling job maintaining the pavilion, repairing leaks, having lights replaced and fitting additional cupboards in the kitchen.

Keith Sullivan has arranged a contract for regular cleaning of the pavilion and the external WC, the cost is shared between the Busy Bees and the PFC. With some ‘policing’ by Denise this seems to be satisfactory.

The maintenance of the grassy area by Complete weed control continues to be satisfactory.

Ian Knapp has done a great job cutting the football field.

Jon Stevens has continued to keep our finances in order and get us through the audit by Bill Pearce – our thanks to Bill for continuing to do this.

The heating system is showing signs of its age and rejuvenating it may not be the best solution.

Gerald Porter has been evaluating an alternative heating solution and will be providing a recommendation at our next meeting. This will be our next major expenditure.

Mike Pheysey has provided us with good account of our meetings formulated precisely to PC requirements.

Denise has been managing the booking arrangements.

This is my last year as Chairman. We have over the past 15 years because of all your efforts wrought some major improvements, raising over £120,000 and providing newer and safer facilities for both children and the adult community.

I thank you all from the bottom of my heart for all your efforts over the last year and the previous years.

Chris Fairhead.

## **Appendix B – Treasurer’s Report – 6<sup>th</sup> April 2017**

---

### **Oldbury on Severn Playing Fields Committee Summary of Accounts for OPFC April Meeting Meetings date 06/04/17 - Accounts as of 31/03/17**

#### **Financial Summary**

**Current Account     £12052.63**

**Deposit Account     £32.35**

#### **Payments – Current Account**

**Elite Hygiene services (Porta loo)**

**Ford Fuel oils**

#### **Cash**

**None**

#### **Outstanding**

**Elite loo cleaning Mar £228.40**

**Complete Weed Control £85.80**

#### **Receipts**

**Hall hire (657.94)**

#### **Building Society Statement**

**Balance @ 31/03/17 - £9498.32**

#### **Transactions**

**Revised cleaning cost contribution arrangements email forwarded to BB’s – DD to be amended, then balance of payment from commencement will be invoiced for payment.(66.67/month - £333.30 owed to 31/03/17)**

**Agree Electricity & water readings with Cricket Club email of costs forwarded (£491.11)**

**Youth club contribution (£6 x 40 weeks =£240 up to 31/03/17)**

#### **Authorisations**

**Oil as required**

#### **Signatures for cheques**

**As per above as required.**

#### **AOB**

**PlaySafety – inspection due June/July 17.**

**Fire extinguishers – inspection by Bristol Fire due 04/05/17**

**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**