

# **OLDBURY ON SEVERN PLAYING FIELDS COMMITTEE**

Minutes of Committee Meeting held on 28<sup>th</sup> April 2016 at 8.00pm in the Pavilion,  
Westmarsh Lane, Oldbury-on-Severn

## **PRESENT**

**Committee Members:** Chris Fairhead (Chairperson), Mike Pheysey (Secretary), Jon Stephens (Treasurer), Rachael Burgess, Alan Knapp, Ian Knapp, Cllr Glynn Poole, Gerald Porter, Cllr Keith Sullivan, Barry Turner, and Denise Young.

## **23/16 To accept Apologies for absence**

Peter Everton, Derek Garrett, and Cllr Dylan Griffiths.

## **24/16 To Receive Declarations of Interest in Items on the Agenda**

None.

## **25/16 Public Forum**

None.

## **26/16 To approve the last minutes**

There were no matters arising from the minutes of the meeting dated the 14<sup>th</sup> January, 2016 which were duly signed by the chairperson.

## **27/16 The Hunt – use of the area around the pavilion**

Chris Fairhead has asked the hunt for a Risk Assessment but has not received any reply. The committee agreed unanimously that until we receive their risk assessment that we cannot, in all conscience, permit such use of the playing fields' facilities. **Action: Chris Fairhead to contact the hunt again to reiterate the need for a risk assessment and that it is necessary as a condition of hiring the facilities.**

## **28/16 The New Play Area**

A working party was arranged for Saturday 21<sup>st</sup> May to finish off the grass slope area. The return spring on the pedestrian gate was reported as needing some adjustment – perhaps during the working party of the 21<sup>st</sup> when the other new gates can be inspected as well. The Cricket Club said that they would be putting a sign up on the new vehicle gate and it was suggested that some kind of “Warning – Children Playing” sign be obtained from South Gloucestershire Council. **Action: Mike Pheysey to contact SGC to see if such a sign is available.**

## **29/16 The football field**

As Peter Everton was unable to attend the meeting, he submitted a letter which was read out (see appendix A). Cllr Keith Sullivan proposed that we should proceed with Peter Everton's suggestion albeit with adult sized goal posts. Seconded by Rachael Burgess, all agreed.

## **30/16 The fixed assets list**

Cllr Keith Sullivan informed the committee that the fixed assets list had been completed and its contents were covered in the next agenda item.

## **31/16 The PFC Risk Reduction Checklist**

For the sake of brevity, Cllr Keith Sullivan read out only the most important items.

<b>Item</b>	<b>Issue</b>	<b>Action</b>
Gas cylinder enclosure	The enclosure is not secured and vulnerable to tampering.	Working party to fit a combination lock.

<b>Item</b>	<b>Issue</b>	<b>Action</b>
Gas cylinders	There are two 47kg gas cylinders in a protective enclosure for the hot water heater with an additional two standing nearby, presumably empty.	<i>Working party to lay down the two empty cylinders so they no longer present a toppling risk. In the longer term they need to be collected, sold or disposed.</i>
Rubbish bins	Empty drinks cans are only collected if they are placed in a green recycling box. The Cricket Club place theirs in a black wheelie-bin which is consequently not emptied and now full to the brim.	<i>Denise Young and Mike Pheysey to liaise before requesting new recycling containers from SGC. Gerald Porter to inform the Cricket Club to put their empty drinks cans in the green recycling boxes.</i>
Stair gate	There is an abandoned stair gate leaning against the gas cylinder enclosure.	<i>Working party to dispose of stair gate.</i>
Oil tank	The oil tank is unprotected.	<i>Working party to consider some kind of barrier around the tank.</i>
Port-a-loo	The water is turned off due to a leak, there is no toilet paper and it needs cleaning. The PFC need to decide whether or not the Port-a-loo is staying.	<i>Chris Fairhead to investigate the cost of getting it cleaned professionally.</i>
Pavilion electricity cupboard	Evidence of a rodent infestation.	<i>Chris Fairhead to investigate the cost of pest control.</i>
Urinal	There is a disused urinal in the pavilion's male changing room.	<i>Working party to investigate it's removal.</i>
Certificate of employers liability	There is no valid certificate of employers liability display anywhere within the pavilion.	<i>Cllr Keith Sullivan to put up a certificate.</i>
Vacuum cleaner	There is a vacuum cleaner, minus it's attachments, in the mezzanine area of the pavilion.	<i>Gerald Porter to dispose of it.</i>
Old gas heater	There is an old disused gas heater in the mezzanine area of the pavilion.	<i>Working party to disposed of it.</i>
Step ladder	There is a step ladder insecurely fixed in place to provide access to the mezzanine area of the pavilion.	<i>Working party to investigate and make repairs / improvements.</i>
MUGA entrance	There are some damaged and discarded posts near the entrance to the MUGA	<i>Working party to clear area and dispose of rubbish.</i>
MUGA nets	The tennis net needs replacing.	<i>Working party to fit the new net already procured by Jon Stephens.</i>
MUGA storage cupboard	The doors of the storage cupboard by the MUGA entrance are broken.	<i>Working party to investigate and make repairs.</i>
Storage	It appears that the playing fields are running out of storage space.	<i>All committee members are asked to bring storage solution ideas to the next meeting.</i>
Notice boards	The notice board has an incorrect telephone number for the Parish Clerk.	<i>Working party to correct.</i>
Hedge cuttings	There is a quantity of discarded hedge cuttings behind the old swings presenting a hazard to young children using the facilities.	<i>Working party to clear away the debris.</i>

### **32/16 Grass Cutting Quotes**

The current contract is working well and the grass is already on its fourth cut.

### **33/16 Busy Bees**

Denise Young thanked the committee for all the recent repairs and improvements that have happened in the pavilion.

### **34/16 Financial Summary**

Jon Stephens gave the financial summary, see Appendix B.

The Treasurer advised the committee that should they oversee any cheque being made out to the PFC, could they ensure that it is made payable to *Oldbury Parish Council (PFC)*.

The Letting Officer gave the Treasurer £85 from recent lettings.

### **35/16 A.O.B.**

Fun Run – the village fun run is taking place on the 26<sup>th</sup> June this year. *Action – Chris Fairhead to arrange committee volunteers to manage the car parking on the playing fields.*

Broken fence rail – a broken fence rail was observed by a number of committee members on the way to the meeting. *Action – working party to repair.*

Kitchen wall unit – the recent trial usage of the pavilion by the village whist drive highlighted the lack of storage in the kitchen. Ian Knapp volunteered to supply and fit a new kitchen wall unit. Chris Fairhead proposed the committee accept Ian Knapp's kind offer with a ceiling of £200. Seconded by Jon Stephens, all agreed. *Action – Ian Knapp.*

Lighting – the whist drive also commented that the lighting conditions could be improved – at least one tube was not working. Ian Knapp volunteered to investigate if brighter tubes could be fitted to the existing fittings. *Action – Ian Knapp. Action – working party to replace non-working tube.*

Cricket Club lease – Cllr Keith Sullivan reminded the committee that the Cricket Club lease is up for renewal soon and the PC need to liaise with a nominee from the club. *Action – Gerald Porter to provide the PC with a nominee.*

New heating system – Ian Knapp has discussed the proposal for a new heating system for the pavilion with a local plumber. The estimate was between £6,500 and £7,000, making use of the existing bunded oil tank. The new heating system would have the advantage that it would do away with the gas heater and cylinders and there would only be a single system to service and maintain for both heating and hot water. Ian Knapp said that it would be sensible to take advantage of the summer weather and holidays to carry out such work and therefore a decision is needed by the next meeting. Chris Fairhead proposed that a sub-committee of Ian Knapp, the Treasurer, and himself (as Chairperson) be formed to work through the proposal and estimate and come to the next meeting with a decision. Seconded by Mike Pheysey, all agreed.

### **36/16 Close of meeting**

The secretary confirmed that the next meeting will be at 7:30pm on Thursday 7<sup>th</sup> July 2016. The Chairperson closed the meeting at 9:33pm.

Signed by Chairperson: \_\_\_\_\_

## **Oldbury Playing Field - Football Goal Posts**

Having abandoned the idea of a proper pitch suitable for club use our revised proposal is to replace the existing goals and make the area suitable for village juniors to play their own games during the summer months.

There is a large selection of goals available. Basically they come down to fixed or portable; adult or junior; aluminium or steel. Since we are providing for youngsters there is little point in taking the standard match adult size. If we have portable there is a storage problem or they will be carried to different positions. Steel is stronger but it will eventually rust, however they are cheaper than aluminium. Therefore it looks best we should work on the basis of junior size, steel and fixed.

The senior goals measure 24'x8', junior are 21'x7'. A pair come as a complete package, the posts being 76mm in diameter and are put into the ground 46cm deep.

There are a great number of suppliers but the best one overall I can find is from Stadia Sports at £635 + VAT and delivery = total £852.00.

There is nominally £1500 outstanding from the South Glos grant we received though whether this is still available and can be applied to this expense is not clear. We will have to approach them with this proposal for expenditure.

I think the committee should consider this as an capital expense and, if we are fortunate, will be recouped from the grant.

Peter Everton  
25 April 2016

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OPEN AN ACCOUNT

FREE DOWNLOADABLE FUNDING GUIDE

Home Football Football Goal Posts 11 a side Heavyweight 76mm Steel Socketed Football Goals Package - 21' x 7'



## Heavyweight 76mm Steel Socketed Football Goals Package - 21' x 7'

BX/DC 2763-PAK1

Stadia Sports Heavyweight Socketed Steel Football Goals in youth size 21' x 7' ideal for use in parks and open spaces. Complete package includes goals, sockets, nets & net supports. Supplied as a pair.

Also includes 4 x free Santos footballs and ball bag with every pair of goals ordered.

Excl. VAT: **£635.00**

Incl. VAT: £762.00

Regular Price: ~~£786.00~~

QUANTITY

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ADD TO BASKET

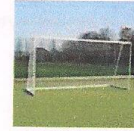
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### YOU MAY ALSO LIKE



Quick Release Training Football Goal Posts - 24' x 8'

Excl. VAT: **£1,405.00**

Incl. VAT: £1,686.00



Extra Heavyweight Square Steel Football Goal Posts - 24' x 8'

Excl. VAT: **£735.00**

Incl. VAT: £882.00

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## PRODUCT DESCRIPTION

## DELIVERY & RETURNS

### Product Description

Stadia Sports Heavyweight Football Goals manufactured from 76mm diameter heavyweight steel are the perfect choice for any parks and open spaces where the goals need to be extra-strong and long lasting. The goal posts are youth size 21' x 7' and fit into sleeves (aka sockets) set in the ground. The net supports are continental net supports sometimes referred to as 'D' shaped will fix to the goal posts in the top corners to give the net a short 'roof' section which is the most popular shape of goal used in UK football.

- Made in the UK.
- Tested to BS EN 8462.
- Manufactured from heavyweight steel 76mm diameter x 3mm thick. Corner joints are seam welded for maximum strength.
- Crossbars slide into the uprights and bolt together using corrosion resistant fixings.
- Uprights fit into 46cm deep x 83mm OD steel ground sockets.
- Goal posts are painted white as standard
- Comes with safety net hooks and plastic socket caps.

Football Goal Package (21' x 7') includes:

Pair of Goal Posts, 4 x Sockets, 4 x Continental Net Supports, pair of 3mm Goal Nets and all the necessary fixings to make the goals and fix the nets.

Also includes 4 x free Santos footballs and ball bag with every pair of goals ordered.

## YOUR VIEWED ITEMS



## Appendix B – Financial Statement – 28<sup>th</sup> April 2016

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### Oldbury on Severn Playing Fields Committee Summary of Accounts for OPFC April Meetings Meetings date 28/04/16 - Accounts as of 25/04/16

#### Financial Summary

Current Account       £9097.05  
Deposit Account       £32.26

#### Payments – Current Account

Complete weed control x 2 (£84 x 2)  
ABS Boiler repairs (223.44)

#### Note

Fencing costs transferred back to current account from BS account  
(Had initially paid costs associated with fencing off play area & car park from current account)

#### Cash

Donation from Wednesday night football received - £243.70

#### Outstanding

5 aside net payment (£58)

#### Receipts

Wed night football – as above

#### Building Society Statement

Balance @ 28/04/16 - £7945.08

#### Transactions

#### Authorisations

Oil as required  
Bristol Fire - visit due 04/05/16  
Safety testing

#### Signatures for cheques

As per above as required.

#### AOB

**Youth club** - Paid up to May 13 – Invoice raised for balance under agreed terms as minutes £6/wk x 40 wks.

Play Safety – playground inspection scheduled for June.

Proposed 2017/18 operating budget to be prepared (for Nov P.C. meeting).

Accounts presented to Parish Council for audit / reconciliation into Parish accounts / VAT reclaim – some able to claim total of refund not yet identified.

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