

# **OLDBURY ON SEVERN PLAYING FIELDS COMMITTEE**

Minutes of Committee Meeting held on 11<sup>th</sup> July 2011 at 7.30pm in the Pavilion, Westmarsh Lane, Oldbury-on-Severn

## **PRESENT**

**Committee Members:** Chris Fairhead (Chairman), Rachael Burgess (Secretary), Jon Stephens (Treasurer), Ian Knapp, Cllr Alan Knapp, Cllr Marie Baker and Peter Everton (Parish Plan)

**187/13 Apologies for Absence** - Cllr Matthew Riddle, Denise Young and Barry Turner

**188/13 Declarations of Interest in Items on the Agenda** - none

**189/13 Public Forum** - none

**190/13 Approval of Minutes** – The costing for the grass cutting was amended to take into account tax paid but there were no other matters arising from the minutes of the meeting dated the 16<sup>th</sup> June, 2011 so they were signed off.

## **191/13 Maintenance Review**

**Little Metal Shed** – Has been secured with paving slabs and the net and post have been put inside it. It will not lock as its doors have been vandalized. The tread for the bolts on the post has been broken and the post will not be able to be put up. *Action: Alan to fix the nut on the post of the tennis net.*

**Dog Signage** – *Action: Chris and Ian to put up signs.*

**Heating Thermostat** – *Action: Ian to arrange for Roger Evans to come down and move the thermostat and make it child proof.*

**New Tap in Porta Loo** - Thanks to Ian for fitting a new tap in the porta loo to prevent too much water loss. The recent bill for water loss is currently being paid for in regular installments to Bristol Water.

**Electrical Testing of Equipment** – The PFC have advised Busy Bees and Oldbury Deckers club that the equipment test is due for renewal. The PFC will need confirmation of electrical testing in writing please.

**Locks on Main Gate** – Permission was granted for expenditure of up to £60 for 3 new locks for the main gate. *Action: Ian to purchase locks.*

## **192/13 Play Area Maintenance to Comply with the Recommendations in the Risk Assessment**

The PFC will have a meeting on *Tuesday 16<sup>th</sup> July @7.30pm* for an hour to decide what needs to be purchased in order to complete the maintenance tasks set out in the Risk Assessment Report. For the half pipe it was agreed that provision of £500 would be the maximum allowance to do the work needed. If the work costs more than this it will then need to be decided if it is viable to keep in place.

## **193/13 Grass Cutting**

It has been noted that not enough attention has been taken to strimming around the play area and the PFC have had to do more cutting. Therefore it was proposed by Chris that a letter further outlining what is required for cutting and strimming be sent to 'Complete Weed Control'. *Action: Chris to send letter.*

## **194/13 Busy Bees Hire Charges**

After looking at previous energy bills and comparing them with the energy bills since Busy Bees were using the pavilion it was unanimously agreed that the hire charges for Busy Bees will need to rise for the coming academic year. The hire charge will increase from September 1<sup>st</sup> 2013 to £220 per calendar month.

### **195/13 Fun Run Car Park**

Thank you to all those who helped on the day. It was reported that the car parking went very smoothly. 268 cars were parked and £267.60 was raised.

### **196/13 Finance ( see Financial Summary on Appendix A)**

The operating budget has been prepared and sent to Dawn Bramley.

The Play Safety Report is expected soon.

Four £20 donations have been received for using the courts. A thank you notice has been placed in the forward magazine.

### **197/13 Hiring of Pavilion and Courts**

Alan proposed that if the courts or pavilion are being used for a business that the business should pay a rental charge to the PFC. Chris seconded this and suggested a price be set. All agreed.

*Action: Alan will contact businesses and let them know.*

**Hiring of Tables and Chairs** – Alan suggested that these charges need to be clarified and that if the tables and chairs are used that they should be cleaned on their return. *Action: Rachael to put advert in 4ward clarifying the charges already agreed upon and stating that all bookings need to go through Alan Knapp.*

### **198/13 Correspondence** – none

**199/13 Circulation** - Risk Assessment Report and Playdale Plans for the Park facilities.

### **200/13 Minor Matters or Items for the Next Agenda**

1) Fundraising - The PFC require someone to take on the Fundraising role.

Are there any grants available?

2) Peter Everton, the chairman of the village planning committee responsible for considering improvements to the facilities available to the village shared the villagers views of how they would like to see the playing field area utilized. The village plan committee has been concentrating on determining changes which would enhance the community spirit within the village. These changes have included a new pavilion with bar and skittles facilities, recovery of the football field and a tennis club. The PFC explained that they were currently focusing on the raising of funds to provide new play equipment for the children, the current equipment being in such a condition that it is unlikely to pass another ROSSPA inspection and may have to be removed. A quotation has been obtained and £11,000 raised toward the £40,000 required. Any support that the planning committee could provide in raising the money for this venture would be greatly appreciated.

*The date for the next meeting and AGM was arranged for **Thursday 3<sup>rd</sup> October 2013***

Signed by the Chairman