

OLDBURY ON SEVERN PLAYING FIELDS COMMITTEE

Minutes of Committee Meeting held on 10th July 2014 at 7.30pm in the Pavilion, Westmarsh Lane, Oldbury-on-Severn

PRESENT

Committee Members: , Chris Fairhead (Chairman), Rachael Burgess (Secretary), Ian Knapp, Cllr Alan Knapp, Gerald Porter, Denise Young (Busy Bees Manager), Dylan Griffiths, Peter Everton and Cllr Barry Turner.

253/14 Apologies for Absence – Jon Stephens and Andy Macdonald

254/14 Declarations of Interest in Items on the Agenda – none

255/14 Public Forum – none

256/14 Approval of Minutes - There were no matters arising from the minutes of the meeting dated the 10th July, 2014 and they were approved for publication.

257/14 Proposed Football Pitch

Peter stated that the Real Thornbury Football club have asked if they can use the grounds over the Summer months for their training. This was agreed by all.

The PFC had previously agreed the need to make better use of the playing field grounds for sport, particularly football as there is interest for this from the village. The PFC have agreed the aim of constructing a community football pitch.

Funds required to do this will need to be raised via an application for a grant from either the Football Association (FA) who raise grants to help football clubs or Sport England who raise grants for improving playing fields.

Peter proposed that we make an application for a grant either from Sport England or the FA. However, to make a strong application we will need to commission a survey on the site including a feasibility study of the grounds. This report costs £2,500.

The PFC do not have the funds to commission this survey. Ian asked what organization will be responsible for raising the funds for this? Ian stated, perhaps the football club will help raise the funds? Chris stated, perhaps the Parish Council will make funds available for this? Barry thinks that there is a good chance of receiving funds from other sources.

Peter stated that there had been further interest in a junior pitch to be placed behind the courts from other football clubs including Thornbury Town Football Club. Ian and Alan proposed a focus on the junior pitch. However, they noted that the drainage of this ground would need to be dealt with as the ground had previously been wet. It was noted that soil improvements would need to be made and that new goal posts would be required. Chris suggested that the survey of the grounds included a look at the main pitch area and the junior pitch area. This was seconded by Ian and agreed by all.

Action: Ian will arrange for the lower field to be Action spiked and slit to aid drainage.

Action: Barry, Peter and Dylan will meet and commission the survey with the PFC agreement. All agreed.

258/14 Play Area Facilities

Cllr Barry stated that the new play equipment is being manufactured at present by Playdale Ltd. There will be six new pieces of play equipment made of stainless steel. Groundworks by Playdale will commence on the 28th July 2014. The timing of the build will be crucial in order to get the wetpour ground covering down properly. There will be grass under the swings but we may put down astro turf here. New steps will be built leading up the slide. Galvanized fencing will be put around the play area with steel gates. These will be polyester powder coated to prevent rusting.

The wooden climbing frame and fence will be taken down on the 19th /20th July with a digger and trailer to prepare for the new structures. Ian stated that the banks could be built up under to slide to make it safer and easier to get to. Barry agreed this was a good idea. All agreed. **Action: Cllr Barry to contact Playdale about building up the banks under the slide. Also Cllr Barry, Ian and Chris to remove wooden play structures.**

Cllr Barry noted that Playdale Ltd had been very good at communicating. The play area will be completed by the end of August and an opening ceremony arranged with a banner and a plaque. The PFC will be notified of the exact date for this nearer the time.

Cllr Barry Turner also stated that Horizon have re-painted the baby swing frame. Barry noted that they had received a thankyou message.

259/14 Maintenance

Boiler – The boiler is not working properly and may not last out for the coming Winter. Chris has arranged for the area sales manager of Powermatic (a specialist boiler company) to look at the condition of the boiler next Wednesday 16th July at 9.30am. We will need to find out if the boiler is now beyond repair. If the boiler needs replacing what options could the PFC go for? Could we move the position of the boiler to provide more storage space in the shed? What new kit would they recommend in order to get a constant warm temperature throughout the whole pavilion? Should we install radiators? **Action: Chris to discuss these questions with the boiler company representative.**

PATT testing– This is still to be carried out. **Action: Chris to contact ‘Jim Hoyle’ an independent electrician who does assessments. Chris also to pass on Jim Hoyle’s contact details to Cllr Barry Turner.** It was noted that Peter Orford is also able to do PATT Testing.

The **dislodged ceiling panels** have been fixed. Thankyou Andrew.

Mice – Denise has put down some poison and has not had any trouble with mice since. Thanks Denise.

260/14 Grass Cutting

It was noted that Complete Weed Control are now regularly cutting around the play area. **Action: Ian has the invoices for this work and will pass them to Jon. Ian is to talk to Complete Weed Control about mowing in some areas rather than strimming.**

Ian will carry on regularly cutting the main field. It was noted that the Dairy Maids have given a donation of £175 approx towards cutting the field. Alan proposed that it would be fair to ask Real Thornbury Football Club for a similar donation. Ian seconded this. Agreed by all.

Action: Peter to ask Real Thornbury for this donation.

261/14 Busy Bees Update

Denise explained that she had applied for a 6,000 grant from South Gloucestershire for funding for an educational setting for 2, 3 and 4 year olds and had been successful. Denise stated that a proposal for how the funding would be spent needed to be completed by 31st July 2014, including plans, costs, permissions and marketing strategies. Denise suggested new fencing at the front of the pavilion or fencing to enlarge the play area at the back of the pavilion. Cllr Barry suggested fencing to link the pavilion building to the new play equipment. However, an agreement on how the funding should be spent was not reached at this time.

Denise stated that Busy Bees require a new toilet seat on the main toilet. Denise would like a lower level toilet installed but the PFC were not keen on making permanent alterations to the building.

Denise stated that there was often too much discarded litter around, particularly in the car park. Ian proposed that a notice be put up as a deterrent for littering. **Action: Ian to locate a suitable notice and purchase it if a reasonable price.**

262/14 Hire of the Pavilion

Cllr Alan Knapp stated that no donations had been this month. Ian proposed that a donation pot was circulated when the new playground was opened. Chris seconded this and everyone agreed.

Action: Rachael to organize a donation pot for the opening ceremony. Rachael to place an advert for donations into the forward magazine.

263/14 Finance Update (see financial summary at end of minutes)

It was noted that the car parking at the Fun Run Event Raised £288. Thankyou to those who helped with the car parking. It was noted that next year there will be no right of way through Malcolm's gate at the bottom of the playing field.

264/14 Correspondence /circulated documents

-Report from Sport England: Protecting Playing Fields Grant

-Email from South Gloucestershire about receiving a grant of £6,000 for Busy Bees

265/14 Minor Matters or Items for the Next Agenda

- **'Playing field Safety and Risk Assessment'** will be discussed at the next meeting (Cllr Barry Turner) Chris has this document and will circulate this to PFC Members.
- **Action: Chris will contact Robena to thank her for her work as she will be moving away the village soon.**
- Alan states that the Dairy Maids have asked to buy nets for football goals. **Action: Chris to find out how much they will cost.**
- **Deckers Club** – Is anyone available to help Andrew at Deckers Club? **Action: Gerald to talk to the cricket club committee to see if anyone could help.**
- **Changing Rooms** – **Action: Gerald to talk to Derek and committee about the use of the cricket club changing room for the football club.**
- **Mike Nichols's Business** – It was reported that a business is being carried out at the playing field. No booking or donation has been made to the PFC. **Action: Dylan will speak to Mike about registering with PFC and making a booking.**

This concluded the business of the meeting.

The next meeting was arranged for Thursday 9th October, 2014 at 7.30pm.

Signed by Chairman

October, 2014.

**Oldbury on Severn Playing Fields Committee
Summary of Accounts for OPFC July Meeting
Meeting date 17/07/14 - Accounts as of 22/07/14**

Financial Summary

Current Account £5408.95
Deposit Account £32.04

Payments – Current Account

Playsafety Ltd (C222)

Cash

£270.75 – Takings from Fun Run car parking - held

Outstanding

None

Receipts

Cricket Club water & electric charges

Building Society Statement

Balance @ 22/07/14 - £2065.03

Payment - Playdale Playgrounds - £10,000.00

Authorisations

Complete Weed Control Grass Cutting instruction for season

Signatures for cheques

I Knapp – Work at pavilion

AOB

National Power - Electricity DD increased to £105.00 / month

Wessex Water - DD - £48.00 / month

Proposed 2014/15 operating budget presented to Parish Council – any feedback?

Boiler condition – Replacement

To-date no grass cutting bills from Complete Weed Control have been received for payment

Accounts 2013/14 audited & returned

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