

6OLDBURY ON SEVERN PLAYING FIELDS COMMITTEE

Minutes of Committee Meeting held on 16th May 2013 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, Derek Garrett, Gerald Porter, Denise Young (Busy Bees Manager) and Ivor Stafford.

168/13 Apologies for Absence - Cllr Marie Baker, Andrew Gazard and Andrew Macdonald.

169/13 Declarations of Interest in Items on the Agenda - none

170/13 Public Forum - none

171/13 Approval of Minutes - There were no matters arising from the minutes of the meeting dated the 7th March 2013 and they were signed by the chairman.

172/13 Dog Signage

Chris reported that the dog signs require a box structure to attach to in order for them to be erected.

Action: Ian will make boxes with ply wood and help Chris to put them up on maintenance day.

173/131 Little Metal Shed

Action: Ian to secure with paving slabs and crow-bars.

174/13 Maintenance

Heating - This has not been working properly. Chris has taken pump off and cleaned it as sediment was sucked into the filter when the oil ran out. Chris has bled the boiler. New diesel has been supplied and it appears to now be working properly. One problem may be that the temperature sensor in the hall is up too high thus allowing the room to get too cold before the thermostat kicks in.

Action: Ian will contact Roger Evans the electrician to see if the thermostat can be moved further down the wall. It will need to be covered to be kept away from young fingers.

Action: Ian to also contact the electrician on Busy Bees behalf to test their electrical equipment. i.e. the fridge and microwave. **Action:** Rachael to contact Andrew Gazard to remind him about electrical testing the puc table and the bouncy castle.

Water Consumption Levels – Chris has contacted Bristol Water over our recent large water bill. The Director of customer support is investigation to see if the water levels were effected by the fire in Westmarsh Lane in Autumn 2012. Another suggestion is that the tap in the outside porta loo has been left on. No leak has been found. Ian proposed that a push button tap is put on the sink instead of the turning style one already in place. Ivor seconded this action and all agreed. Jon gave authorization for the purchase of a new tap. **Action:** Ian to buy and fit new tap in the porta loo.

175/13 Maintenance Day 1st June 2013 at 10am

ROSPA has visited and recorded items that need attention. The above date is arranged to tackle the problems highlighted on the Risk Assessment and Asset Inspection Notice which includes repairing the guttering downpipe on the pavilion, putting up dog signs, putting up a notice about how high the chairs can be safely stacked etc. Also filling in the gap behind the concrete on the half pipe and securing with wooden stakes.

176/13 Grass Cutting and Strimming

The quote given by 'Complete Weed Control' was the lowest received out of three local quotes. Therefore it was decided that they would be asked to cut and strim the grass between courts, play area and swings over the Summer. This will amount to £650 for 10 cuts plus weed spraying and will be reviewed after one year. This was proposed by Chris, seconded by Alan and agreed by all.

Action: Rachael to give invoice to Complete Weed Control.

177/13 Field and Hedge Cutting

Richard Cornock will cut hedges next winter now and Alan will contact him nearer the time.

Action: Ian to borrow the tractor and cut the main field.

178/13 Busy Bees

Busy Bees are pleased with the new fences around the patio area. They appear to be working well for their purpose. Busy Bees are hoping to put boards on the sides of the fences.

Denise asked about any grants for Children's Play Areas but no one knew of any.

179/13 Finance (see Financial Summary on Appendix A)

Jon has given the 2012/2013 account to Bill Pearce for auditing.

Some invoices are outstanding.

In general the PFC is spending more than it is earning. This is due to increased costs since Busy Bees have been using the pavilion on oil and electricity. The financial benefit of having BB hire the hall each week day is not as great as expected and this may mean that hire charges may need to increase. Oldbury Deckers Youth Club are still owing hire charges. Cricket Club have outstanding invoice to pay for utility bills.

Action: Jon will put together a proposed operating budget for next year and look into where the Parish council's financial aid could be best put to use.

180/13 Donations – Rachael has placed an advert in forward magazine asking for donations to be given for using the tennis courts. So far we have received £40. **Action:** Rachael to place a thank you for donations in the forward magazine and put up donation poster on the pavilion notice board.

181/13 Hire of Pavilion / Tennis Courts

Liz Nicols has been hiring the hall regularly for Pilates classes.

Lucienne Ujvarosy has been hiring the hall regularly for Saturday night Thing.

Mike Nicols has enquired about hiring the pavilion regularly for his weight lifting classes. This booking was discussed with regard to Busy Bees organization and safety of the equipment.

Action: Alan to contact Mike Nichols and discuss arrangements and charges.

182/13 Fundraising Event

There was no joy from the comedian. Rachael suggests a sponsored event involving the children in the community and suggests a date in early September.

183/13 Fun Run Car Park Sunday 16th June 2013

This will need more than two people directing cars. Chris, Alan, Jon, Ian and Derek will help.

It starts at 9am – 10.45am. Will need an overspill carpark. The tables and chairs from the pavilion will be given to the Fun Run Committee for use on the day.

184/13 Correspondence – email from Barry. Are we covered for multi-use? Yes

Do we need an annual entertainment license? Yes

185/13 Circulation- Summary of Risk Assessment and Asset Inspection Notice.

186/13 Minor Matters or Items for the Next Agenda - Ivor suggested that the cricket club were given their invoices for the utility bills more frequently.

This concluded the business of the meeting.

The next meeting was arranged for Thursday 11th, July 2013 at 7.30pm.

Signed by Chairman

11th July, 2013.