

LEA & CLEVERTON PARISH COUNCIL

Jubilee Playing Field Joint Management Committee

The Minutes of the Jubilee Playing Field Joint Management Committee Meeting held on Tuesday October 16th 2018 in The Village Hall, The Street, Lea. The meeting commenced at 19:30 hours.

Present: Cllr. J M Cull. (In the Chair)
Cllrs. Cllr J Crockett; Tim Culling & D E Maidment
Rebecca Davis, Constance Holmes and Phil Yates.
1 Member of the Public.

In attendance; John Parmiter. (RFO).

Apologies: None.

Declarations of Interest: None.

Public Questions: None

Minutes: The Minutes of the meeting held on April 25th 2018 having been circulated were taken as read, agreed as a true record and signed. The Chairman signed the Minutes.

Comments from the Chair:

- a) Members were advised of the change of Parish Clerk - Claire Mann had been appointed to the post wef September 1st 2018. John Parmiter had assumed responsibility for the Finances of the PC and would also take the draft minutes of this meeting and future meetings, on behalf of the Parish Clerk.
- b) **Weekly Inspection Reports:** These should be completed as usual and passed to John Parmiter for safe keeping and any actions required.
- c) **Future Meetings:** The Committee would meet 3 times per year on dates to be advised.

Finance: The RFO presented the finance report as at October 17th 2018 which was noted and accepted. *(Copy attached to these Minutes).*

Queen Elizabeth II Diamond Jubilee Playing Field:

- i) **RoSPA:** The Annual Inspection report had not been received. Due to changes in e mail addresses it was possible that it had gone astray.
- ii) **Play Bark:** The PC had purchased 4^{m3} at a cost of £95 per cube + a £15 .00 delivery charge. This had been paid for by the PC from Playing Field contingency budget.
- iii) **Rota:** Full details for the months of November to March 2019 had been agreed. Copy placed in the Inspection Folder.
- iii) **Tennis Court Surface:** This had been swept by the Contractor at the annual cost of £105.00 as agreed in the Minute 071/18 ii),

Existing & Future Equipment:

Members discussed the provision of new items and also the general state of several items which had been in place for a considerable number of years. It was noted that the timber legs of several items were rotting and would need replacing/removing however the matter would be considered after receipt of the RoSPA report when the risk levels can be assessed. Several suggestions were put

forward. Phil Yates had produced a spread sheet up to 2022 detailing the anticipated income and potential expenditure from Fund Raising by the JPSC for the period. *(Copy attached to these Minutes)*. Additional funds would need to be sourced from various bodies. Viz: Malmesbury Area Board, The Lottery and similar organisations.

With regard to the acquisition, replacement and repairs to equipment Phil Yates would hold preliminary discussions with the Responsible Financial Officer discuss

Next Meeting: RESOLVED that the next meeting of the Committee would be held after receipt of the Annual RoSPA report and the completion of the review.

The Chairman thanked everyone for their attendance at the meeting and closed the proceedings at 20.15 hours