

Easton on the Hill Parish Council

Clerk C/O Hibbins Cottage, The Green, Ketton, Stamford. PE9 3RA

Email; clerk@eastononthehill-pc.gov.uk Available to download at www.eastononthehill-pc.gov.uk

Dear Members of the Committee,

You are required to attend a Playing Field Management Committee (PFMC) meeting of Easton on the Hill Parish Council on **Wednesday 18th October at 6.30pm in the Sports Pavilion, Ketton Drift**, Easton on the Hill when the following listed business will be transacted.

Yours sincerely, Jenny Rice, Clerk and RFO

Date 13th October 2023

AGENDA

PFMC/55	APOLOGIES FOR ABSENCE To note apologies received by the Clerk.
PFMC/56	DECLARATIONS OF INTEREST
	<i>To receive all declarations of interest under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).</i>
PFMC/57	PUBLIC TIME. Arrangements are in place for the public to join the meeting. A maximum of 15 minutes will be permitted for members of the public to address the meeting on any item on the agenda. To receive and note information from other clubs possibly wishing to hire the facilities.
PFMC/58	MINUTES OF THE LAST MEETING To receive and agree as correct the minutes of the PFMC meeting on 7 th September 2023, herewith. Chairman to sign the minutes.
PFMC/59	GOVERNANCE AND CODE OF CONDUCT <ol style="list-style-type: none"> a) Chairman to remind everyone of the requirement to adhere to the Parish Council code of conduct, herewith, that all members sign up to on being elected as a member of the committee. Chairman to re-iterate the seven Nolan Principles of Public Life – Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership and read one out in full at each meeting. b) Clerk to give details of training available on the Code of Conduct, Councillor starter training, Chairmanship. Agree any bookings. c) To note if new PFMC Councillor member elected. d) To note that risk assessments are required before any work is carried out by volunteers or members, as previously advised by the Clerk. e) To receive and note feedback from the Health and Safety and Fire Risk sub-group and Fire Officer visit and resolve plan of action and any training required. f) To receive and note feedback on PF charity status and ACRE membership option and discuss/agree. g) To note new asset list, updated for all equipment and agree insurance cover.
PFMC/60	HANDOVER OF PAVILION AND ASSOCIATED EQUIPMENT <ol style="list-style-type: none"> 1. To receive and note decision by the Parish Council on the long-term ownership and management of the pavilion and agree a plan of action, including amended figures. 2. To receive and note an update from the pavilion working group/Clerk on the current maintenance and running of the pavilion and resolve any specific issues, in particular the garage roof repairs and asbestos removal risk assessment/plan, new padlocks, ownership of building paperwork. 3. To receive and note an outline hire agreement for the playing field pitch and pavilion, to be discussed/amended and agreed as a proposal for the Parish Council.
PFMC/61	FINANCES/BUDGET PROPOSAL

	<ul style="list-style-type: none"> a) To receive and note finance report to date for decision making and budget setting for next year, to follow. b) To discuss and agree a budget proposal for presenting to the Parish Council/Finance Committee for PFMC projects and funds for 24/25.
PFMC/62	<p>WITTERING PREMIAIR FOOTBALL CLUB (WPFC) AND OTHER SPORTS CLUB HIRERS</p> <p>62.1 To agree new hiring arrangements, agreement and fees for pitch and pavilion hire and resolve any issues. 62.2 To receive and note update on outstanding issues such as bar licence, planning permission for toilet block, agreed alterations to building and resolve any issues. 62.3 To discuss and resolve general issues on matches - parking, cleaning of pavilion, health and safety.</p>
PFMC/63	<p>DIRT TRACK PROPOSAL</p> <p>To receive and note update on the dirt track proposal if available, including insurance questions to be followed up and resolve action.</p>
PFMC/64	<p>WOODLAND AREA</p> <ul style="list-style-type: none"> 1. To receive and note new update, from Sophie Van Den Bergh, circulated. Next meeting is on 1/11/23. To receive feedback and comments for the meeting/plans.
PFMC/65	<p>NEW BENCHES</p> <p>To agree installation arrangements/location around field.</p>
PFMC/66	<p>CAR PARK/MAINTENANCE – TO DISCUSS AND AGREE ACTION</p> <ul style="list-style-type: none"> a) To receive an update on the car park/survey b) New bench sleeper top to be purchased, £49 plus quote for repairs. c) Old slide needs undoing and re-painting due to severe corrosion. d) Path needs a working group to scrape back from edges. e) Grass cutting contract/or – feedback on cutting regime/frequency and issues tbd f) Runway piece – not fit for purpose? g) New PF notice board is still outstanding from grant payments. h) Hedge cutting arranged.
PFMC/67	<p>ORDERS FOR PAYMENT; To note/agree any (new) payments to be agreed.</p> <ul style="list-style-type: none"> 1. £238 for padlocks tba 2. £49 for new sleeper bench top tba 3. £555 plus vat for electricity testing/£120 toilet connection to be paid by WPFC 4. Any other costs agreed as part of above.
PFMC/68	<p>TO AGREE THE DATE AND TIME OF THE NEXT PFMC MEETING.</p> <p>Proposed date of Wednesday 29th November 2023 at 6.30pm in the pavilion.</p>