

# MINUTES OF THE PLAYING FIELD IMPROVEMENT COMMITTEE MEETING OF EASTON ON THE HILL PARISH COUNCIL

held on 2<sup>nd</sup> November 2020 at 7pm

DUE TO THE CONTINUATION OF COVID-19, COUNCILS ARE PERMITTED TO MEET REMOTELY TO CONDUCT THEIR BUSINESS. THIS MEETING WAS HELD BY ZOOM AND MEMBERS OF THE PUBLIC WERE INVITED TO “ATTEND” BY USING THE DETAILS ON THE WEBSITE.

**Present: Councillors K Dow (Chairman), A Cutforth, S Woodman, D Sharpe and P Bates**  
**And non-councillor members; J Boulton, K Cox, D Davenport and C Hamilton.**

**Clerk: J Rice**

<b>PFC/45</b>	<b>APOLOGIES FOR ABSENCE</b>
	<b>To receive and note apologies received and accepted by the Clerk.</b> An apology for absence was received from L Hallam.
<b>PFC/46</b>	<b>DECLARATIONS OF INTEREST</b>
	<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> <i>Reminder to everyone to complete their registers if not done so already as it is a legal requirement.</i> There were no declarations of interest made.
<b>PFC/47</b>	<b>PUBLIC TIME. Arrangements were made for the public to join the meeting remotely or join by telephone call if they wish using the Zoom link on the website.</b> There were no members of the public present.
<b>PFC/48</b>	<b>To receive and agree as correct the minutes of the meeting on 21<sup>st</sup> October 2020, previously circulated.</b> There was one query from C Hamilton that she did not agree to arrange a date for a meet up at the Playing Fields. This could not be substantiated and so subject to this change to the minutes they were subsequently agreed as a true record. <b>Action Clerk</b> A query was raised about the order for a new cradle seat and the Clerk confirmed that she was getting the comparison quote from another supplier to get the best deal. <b>Action Clerk</b>
<b>PFC/49</b>	<b>To note application to create the Woodland Area was not supported and resolve next steps.</b> The Clerk confirmed that this grant application was not successful due to it being too far geographically and sheer numbers of other applications. Their suggestions for alternatives had been looked at but did not appear suitable. Cllr Dow said he would look into a different grant possibility, B and Q, Abbey National and One Planet Living. <b>Action Cllr Dow</b> It was agreed by a majority vote to it also being included in the application for the second Augean grant as the amount required is not enough for the whole project.
<b>PFC/50</b>	<b>To receive, discuss and resolve the recommended phase 2 of the improvement project and costs to include in a second Augean application deadline 4/11/2020.</b> <b>A list of equipment and associated costs to be resolved by voting.</b> <b>The contribution the Parish Council/others are putting towards it to be agreed also. Details to follow.</b> Members discussed and agreed each element of the second grant application as follows; Woodland area £1k Fencing £3k with £1k volunteer labour. (Cllr Woodman to check with A. Hinch that his can be the same style at no extra cost)

	<p>Extension to footpath to and into new play area 3k (Cllr Woodman to check rough costs are about right)</p> <p>Zip wire £11200</p> <p>Play equipment assortment £23900 (basket seats, timber trim trail and inclusive roundabout)</p> <p>Gym equipment assortment £approx 10k</p> <p>Any shortfall in funding to be matched by crowdfunding/fundraising donations. <b>Action Clerk</b> to complete application by deadline of 4/11/2020.</p>
<b>PFC/51</b>	<p><b>To agree the CTP for the application.</b></p> <p>The Contributing Third Party donation amount would need to be underwritten by the Parish Council again for now. The full Council will need to agree to this at their next meeting. It was agreed by a majority vote that the Council be asked to do this on the understanding that it is repaid by the end of the next financial year 2021/2022. <b>Action Clerk</b></p>
<b>PFC/52</b>	<p><b>To agree a match funding element of the application. Can include volunteer hours.</b></p> <p>This element of the project is unknown as the fundraising has not started and members were unwilling to place a target amount to raise into the project costs. Some volunteer labour hours will be included in the project costs and any shortfall in funding will try to be matched by fundraising in due course.</p>
<b>PFC/53</b>	<p><b>To agree an amount to submit to the Parish Council for the Playing Field 21/22 budget.</b></p> <p>After discussion it was agreed to ask that 5k be included in the budget for the playing fields next year. Plus, there will need to be increases in insurance and inspection for new equipment and grass cutting costs to build into the budget. <b>Action Clerk</b></p>
<b>PFC/54</b>	<p><b>To receive details regarding planning requirements and resolve action.</b></p> <p>The Clerk explained that she had received mixed advice regarding whether planning permission is required for extra pieces of equipment. The grant application will reflect that it is thought that planning permission is not needed.</p>
<b>PFC/55</b>	<p><b>To note all documentation sent for first grant application. Agreement awaited.</b></p> <p>The Clerk confirmed that all of the information was sent for the first grant agreement by the deadline and that the contract is now all that is awaited before work can begin.</p>
<b>PFC/56</b>	<p><b>To receive update on CTP contribution/donations. Update K Cox</b></p> <p>K Cox confirmed that the £1445 in donations to replace the amount underwritten by the Parish Council has all been confirmed/received, thanks to Richardsons, Howdens and S Woodman. The remainder of 3k playing field reserves - to be used for the rest of the CTP amount - will be raised with the forthcoming fundraising via begging letters etc. It was agreed that this needs to be ready to send in early 2021 as it was agreed that any earlier would not be an appropriate time to be requesting for donations, in the current climate. <b>Action D Davenport and K Cox</b> to share progress on this.</p>
<b>PFC/57</b>	<p><b>To agree the date of the next meeting.</b></p> <p>This was agreed as Wednesday 9<sup>th</sup> December 2020 at 7pm via Zoom video conferencing.</p> <p>Items for the agenda to include the begging letter and any other grants looked at/to look at.</p>