

**MINUTES OF THE PLAYING FIELD MANAGEMENT COMMITTEE MEETING
OF EASTON ON THE HILL PARISH COUNCIL**

held on 2nd August 2022 at 8pm at the Village Hall, New Road, Easton on the Hill

Present: Councillor members P Bates, J Watson and S Woodman

Non-Councillor members: K Cox and D Davenport. Clerk: J Rice

Also present: J Rawlinson (Caretaker) and Ian Coupe (Cricket Club representative – see item 38)

PFMC/34	APOLOGIES FOR ABSENCE
	<p>To note apologies received by the Clerk. There were no apologies received. Cllr Cherry was absent.</p>
PFMC/35	DECLARATIONS OF INTEREST
	<p><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> There were no declarations of interest made.</p>
PFMC/36	<p>PUBLIC TIME. Arrangements will be made 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. There were no members of the public present wishing to raise a concern.</p>
PFMC/37	<p>To receive and agree as correct the minutes of the PFMC meeting on 26th May 2022, herewith. Chairman to sign the minutes. The minutes were agreed as a true record and duly signed by the Chairman.</p>
PFMC/38	<p>To review members of the PFMC and appoint new Cricket Club member as per the terms of reference. New member to complete Register of Interests form. The Committee noted that David Wheatley has resigned and Ian Coupe was proposed, seconded and voted in as the new member of the Committee representing the cricket club, as per the terms of reference. The register of interests form will be sent for checking and completion. Action Clerk/Ian Coupe</p>
PFMC/39	<p>To receive update from Caretaker/Clerk/Cllrs Woodman and K Cox on maintenance/operations and resolve any outstanding queries or issues raised and agree any new expenditure on hours and resources/parts. Also considering a please close the gate sign, no flytipping sign, new dog tether area. See reports submitted. To resolve ongoing issue with zipline on advice received. The reports from the Caretaker were noted and appreciated. It was further noted that the list is updated regularly between the 2 members of the committee, Cllr Woodman and K Cox, and the Clerk and this should continue as work is completed. Work will be directed to the Caretaker via the Clerk. The zipline was discussed and it was noted that Wicksteed is attending the site to check it and confirm who is charged for changing the installation if it is necessary. The new requirements for the annual check were noted. It was agreed to pay a monthly amount of £100 and keep a note of extra hours worked. It was further agreed to purchase rings for a dog tether area but not gate or no flytipping signs. Action Clerk, Cllr Woodman, K Cox</p>
PFMC/40	<p>To review RoSPA reports, previously circulated, and go through actions recommended and note no change to RoSPA recommendation to remove the old swings and previous parish council decision to adhere on safety and insurance grounds. To resolve to make recommendation to PC following review. The Clerk had summarized the background and main points and circulated a report which was received and noted. This contained a strong recommendation that the decision to remove them made by the Parish Council should be carried out as the ROSPA report has not changed and still recommends decommissioning the old swings. The committee acknowledged that the ROSPA report has not changed in its recommendation. A discussion took place over why some members wanted to keep the swings and the Clerk reminded them that the committee needs to act in the safety interests of the public, on the advice received, rather than possible public preference. It was agreed there were 2 options; to remove them now</p>

Signed by Chairman _____ Date _____

	as the RoSPA report was unchanged or refer the decision again to the full council. It was decided to refer the issue back to the full council, as they had made the original decision to remove them, for a decision based on the review and the reports supplied. Action Clerk
PFMC/41	To receive update on Woodland area and grant, agree any next actions and grant expenditure. It was confirmed that the gazebo is being delivered on 12/8/22 and K Cox had secured some funding from Millview Motors of £500 to install some suitable seating with arms and backs. It was also confirmed that bug hotels and bird/bat boxes will be installed in the autumn as per the grant application. Action K Cox and Cllr Woodman.
PFMC/42	To note hire contract issued to Wittering Premiari and note and agree new season arrangements and dates agreed so far. To note update re Macca/hire contract. It was noted that the new contract for 10 years has been issued to Wittering Premiari FC and dates noted. It was further noted that Macca Sports are not using the playing fields for their camps or cricket this year and their future plans are unconfirmed.
PFMC/43	To receive and note condition of car park and agree plan of action. After discussion, it was agreed that the car park has suffered mainly from lack of rain following installation and is not in an ideal or planned state. It was agreed to ask the contractor to visit and assess it for action and improvements. Action Cllr Woodman
PFMC/44	To receive and note Action Plan for the PFMC and agree and add to for a 5 year vision document, herewith. It was agreed to carry this forward to the next meeting.
PFMC/45	To note update on issue of dogs in the play area and agree any further action. It was noted that new signs are on the gate from the N Northants Council and the situation is being monitored. Issues of abuse are being monitored and dealt with by the police.
PFMC/46	To receive an update on the grant application for a power supply at the playing field and decide any new actions necessary, plus receive and note an update on other grant applications. The application was discussed and it was noted that the ECB grant application may not be submitted if the future of the cricket club is in doubt. It was noted that there is a meeting of the cricket club on Wednesday and the outcome of the ECB grant and upgrade of supply/increase of grant needed will be communicated asap before the Mick George application is changed and/or submitted. The Football Foundation Funding grant opportunity will be investigated further. Action Ian Coupe/Clerk
PFMC/47	To note ongoing vandalism and information regarding CCTV and other cameras and resolve action. This was sadly noted and information regarding and use of CCTV further noted. The situation will be monitored and acted upon accordingly.
PFMC/48	To note finance report and budget situation and resolve any queries. The report was received and noted and queries regarding the grass cutting split of budget discussed. It was agreed to review alternative options at the next meeting. Action Clerk
PFMC/49	ORDERS FOR PAYMENT; To note payments made; Payments were noted as follows;
	49.1 Grass cutting since May corrected figure £1050
	49.2 Hinges/padlocks £91.30
	49.3 Deposit on gazebo £313.99
	49.4 Wicksteed final invoice £29971.57
	49.5 Caretaker hours/pay as per contract/authorized for July 2022 £100
	49.6 Balance of gazebo to be paid after delivery £941.98
PFMC/50	Receipt Invoice for hire received from Wittering Premiari £180 received for July
PFMC/51	To agree the date and time of the next PFMC meeting. This was agreed as 24/10/2022 at 7pm, venue tbc.

Signed by Chairman _____ Date _____