

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

held on 3rd November 2022 at 6pm at the Priest House, High St, Easton on the Hill

Present: Councillor members J Watson and S Cherry
Non-Councillor members: K Cox and D Davenport.
Ian Coupe (Cricket Club representative), arrived 6.15pm
Clerk: J Rice

PFMC/52	APOLOGIES FOR ABSENCE
	Apologies were received from Cllr Woodman and Cllr Bates. I Coupe sent apologies as stuck in traffic. Arrived 6.15pm. It was noted that good wishes should be sent to Cllr Bates.
PFMC/53	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> There were no declarations of interest made.
PFMC/54	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.
PFMC/55	To receive and agree as correct the minutes of the PFMC meeting on 2nd August 2022, herewith. Chairman to sign the minutes. The minutes were agreed as a true record and duly signed by the Chairman.
PFMC/56	MAINTENANCE 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. Herewith summary. <ol style="list-style-type: none"> 1. More poo bins possibility at PF It was decided these were not necessary. 2. Rabbit control following visit by Evergreen The summary from the Clerk had been circulated and was noted. It was decided to ask the Caretaker to help with the hole filling pre matches. In the meantime, an alternative quote/method will be sourced. <i>Action Cllr Watson and K Cox, plus Caretaker</i> 3. ASB reporting procedure and action It was agreed the reporting will be done by either the Clerk or the Caretaker. I Coupe arrived. 4. Signs including sponsors information It was decided an entrance, welcome board should be arranged soon with thanks to all of the sponsors and contributors to the playing field improvements. People will be asked if they are ok with that. <i>Action I Coupe</i> 5. Removal of rubbish at The Close It was noted that the foliage should be moved to the "pit" when possible. <i>Action Caretaker</i> 6. Gazebo seating update It was noted that the new bench seat is installed in the gazebo and the new seating purchased with donations is on order and planned for 2023. 7. New goals to replace and relocate small goal(s) It was noted that the WPMC goals have been left in position for community use. Old goals to be moved to behind store and broken small goals will be replaced. The new one's location will be reviewed. <i>Action I Coupe, Cllr Cherry</i>

Signed by Chairman _____

	<p>8. Employed/self-employed status of Caretaker update</p> <p>It was noted that a meeting with the caretaker had taken place and some actions were agreed to ensure that the arrangements are on a self-employed basis and not to be construed as employment. Once sorted, it will be confirmed in writing. Action Clerk, Cllr Watson and Caretaker</p>
PFMC/57	<p>OLD SWINGS</p> <p>a) To note Parish Council decision on removal of old swings, minutes herewith.</p> <p>It was confirmed that the Parish Council decided that if the old swings could not be repaired sufficiently safely to pass a ROSPA inspection, then they should be removed. A plan to replace them if swings are still desired in that location can then be made.</p> <p>b) To receive and note advice received from manufacturer on repair and resolve appropriate action as recommended by the Clerk and Parish Council PC. Quote to remove is £200.</p> <p>The advice was received and noted. K Cox put forward a plan to repair them anyway with new parts to be completed by members for £1700, as this is preferential to a new set of swings at £5-6k. It was resolved to investigate if the repair method would pass a ROSPA inspection and gain approval from the manufacturer. It was further agreed that if this cannot be gained, then the PC decision to remove them will be put into place. Action Clerk</p> <p>c) To discuss replacement and resolve whether to investigate or not.</p> <p>It was resolved that a final decision regarding repair would be established first, as above. Action Clerk</p> <p>d) To decide who is preparing a risk assessment for old swings.</p> <p>This was not discussed.</p> <p>e) It was decided to ask the caretaker to quote for cutting back the path round the PF where needed. Action Clerk/Caretaker</p> <p>f) It was decided that the caretaker should continue with strimming the nettles as much as possible. Action Caretaker</p>
PFMC/58	<p>To receive update on Woodland area and grant, agree next actions and grant expenditure.</p> <p>It was agreed that this should be continued as soon as possible to ensure the grant is spent according to the agreement. It was resolved to order insect/bug hotels and bird/bat boxes and signs about nature trails ordered. Action Clerk, Cllr Woodman</p>
PFMC/59	<p>To receive and note agreed action plan with playing field objectives included, herewith.</p> <p>This was received and noted as maintenance of existing situation mainly. No changes were put forward.</p>
PFMC/60	<p>To note grass cutting re-done and resolve any further action.</p> <p>It was resolved to review this next year at the start of the new season.</p>
PFMC/61	<p>To note feedback from car park site visit and resolve action.</p> <p>The advice was noted that more grass seeding is needed but this was agreed as not successful and not working. It was resolved that Cllr Watson will arrange with Cllr Woodman to get the contractor on site to rectify it. Action Cllr Watson, Cllr Woodman</p>
PFMC/62	<p>FUNDRAISING</p> <p>To receive an update on the grant application for a power supply at the playing field and decide any new actions necessary.</p> <p>The Clerk has submitted a new application to Augean for a 10k grant and 15k project. It was resolved to await result before further action.</p> <p>To receive and note an update on other, possible grant applications ie FCC Communities Foundation/ British Cycling/The National Lottery. List circulated and resolve a plan of action, including the possibility of a Government loan.</p> <p>There was a discussion regarding fundraising, and it was noted that many fund streams require more match funding now. The FCC one was circulated by the Clerk but a firm plan is needed to be able to apply. Cllr Watson agreed to follow this up for more general sports funds. K Cox asked that a 90-100k loan over 25y be considered as grants for a MUGA are not forthcoming and will take too long. It was agreed to ask the full council to consider it and K Cox will circulate up to date information for the next meeting. Action K Cox/Clerk</p>

Signed by Chairman_____

	It was noted that further Augean grants can still be applied for upto 50k for improvements and that the Contributing Third Party amount should be budgeted for.	
PFMC/63	To receive update on status of cricket club/committee and continuation of club and consider any impact on Parish Council lease, insurance etc. I Coupe updated the members that no team had been entered into the league for next year and only friendlies and concentrating on recruiting members and replenishing player numbers will be done. The next AGM will probably see a change in Chairman and as long as the conditions of the lease with the parish council for the land are fulfilled, then there are no concerns at present.	
PFMC/64	To note finance report and current budget situation and resolve any queries. Note payments made since last meeting, herewith. The report and payments were received and noted.	
PFMC/65	To consider and agree budget requests for next year to put to Parish Council. The amounts for the grass cutting and maintenance budget bids were agreed with the caretaker contractor budget to be increased to £1800 pa. A project amount for 5.5k for playing field improvements/CTP is to be requested and consideration to the loan repayments of 4k pa. Action Clerk, Cllr Watson	
PFMC/66	ORDERS FOR PAYMENT; The payments were noted and authorized as follows.	
	66.1	Leics Gardens Grass cutting since August £350 and £175 paid September and £350 due
	66.2	Cllr Woodman for parts £265.18 plus vat paid
	66.3	Dunster House Remainder of gazebo invoice £784.98 plus vat paid
	66.4	Caretaker parts £25.39 plus vat paid
	66.5	Caretaker hours/pay as per contract/authorized for August/September/October £300 paid
	66.6	NNC Bin emptying £79.38 paid
	66.7	Clerk for signs £4.81 plus vat
	66.8	Cross trainer part £12.61 plus vat paid
	66.9	Gazebo seating x 3 £797.83 plus vat
	66.10	Extra approved at this meeting - none
PFMC/67	Receipts	Receipts noted as follows; payment for hire received from Wittering Premiair £180 received for August, £225 September and October £180. Donations £500 and £300 received.
PFMC/68	To agree the date and time of the next PFMC meeting. This was agreed as Wednesday 1 st February 2023 at 6pm in the village hall.	

Signed by Chairman_____