

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

held on Wednesday 5th July 2023 at 7pm at the pavilion, Ketton Drift, Easton on the Hill

Present: Councillor members Cllr P Bates, Cllr S Woodman, T McAllister.

Non-Councillor members: K Cox, J Hope, Shane French-Stanton, P Nottingham and Clerk : J Rice

Members of the public: D Davenport, D Greaves, Mrs J Ward (see below), J Watson (by phone), Jo Boulter and F Boulter (H Carpenter arrived 20:15 *)

PFMC/15	<p>TO ELECT A CHAIRMAN OF THE PFMC. Current Chairman to take nominations for Chairman, then votes are cast and a decision made.</p> <p>Mr Cox was nominated to be Chairman for the start of the meeting. He took nominations for the new Chairman of the PFMC and 2 nominations were proposed and voted on – for K Cox and for J Watson. The votes were tied, and the meeting chairman used his casting vote to get a majority in favour. K Cox was duly voted as Chairman of the PFMC and signed a declaration of acceptance.</p>
PFMC/16	<p>APOLOGIES FOR ABSENCE To note apologies received by the Clerk.</p> <p>Apologies were received from Josh Ford, Billy Wright and Jerry Watson (attended remotely).</p>
PFMC/17	<p>DECLARATIONS OF INTEREST</p> <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></p> <p><i>To note specific guidance on membership of other committees and clubs, herewith.</i></p> <p>There were no declarations made in items on the agenda. K Cox asked Cllr Woodman about his role on the committee of the Wittering Premier Football Club and if/when a declaration should have been made. Cllr Woodman confirmed that he had declared his role at the time of taking it up.</p>
PFMC/18	<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.</p> <p>D Davenport stated that the pavilion would in her view be an asset to the community and village and is best in the hands of the Parish Council, and this was agreed by J Ward. The proposal from the rugby club was raised and Cllr Woodman confirmed that there was not room to fit in a rugby pitch on the playing field.</p> <p>F Boulter explained that a dirt track is wanted and Henry Carpenter will attend to explain more (see below) plus a junior committee idea. It was explained that there could be insurance implications. * Henry Carpenter explained the idea of a landscaped dirt track behind the cricket screen, without ramps and with the use of a free digger and leftover soil from trench dig. He was asked to return next time with details of a plan and a diagram for consideration.</p>
PFMC/19	<p>TO RECEIVE AND NOTE THE REVISED DRAFT TERMS OF REFERENCE AND AGREED COUNCILLOR MEMBERS OF THE COMMITTEE, herewith.</p> <p>To note query raised regarding the new membership, due to additional committee member request and query regarding membership for sports club members in light of advice received, circulated previously.</p> <p>The revised terms of reference were discussed and agreed - no members of the external sports clubs now needed, 10 member maximum and 4 member quorate including 2 Councillors. It was noted that the Councillor members agreed at the Parish Council meeting were Cllr Woodman, Cllr Watson, Cllr Mc Allister and Cllr Bates.</p>
PFMC/20	<p>TO AGREE REVISED TERMS OF REFERENCE AND MEMBERSHIP AND DISCUSS ANY CHANGES TO COMMITTEE AND AGENDA STRUCTURE.</p> <p>The terms were agreed as above. K Cox proposed a new structure whereby people or groups are appointed to areas of work as before, ie fundraising, social media etc. This will be carried forward.</p>
PFMC/21	<p>TO ELECT NON-COUNCILLOR MEMBERS OF THE COMMITTEE, as per the terms of reference.</p> <p>To discuss the idea of a "Junior Committee".</p>

	<p>Non Councillor members were agreed as P Nottingham, S French Stanton, J Hope, D Greaves and Mrs J Ward, plus K Cox. It was agreed that a junior committee could not exist formally, however juniors can attend in public time and present ideas to be considered. New members will need to complete registers of interest. Action Clerk to send</p>	
PFMC/22	<p>MINUTES OF THE LAST MEETING To receive and agree as correct the minutes of the PFMC meeting on the 12th May 2023, herewith. Chairman to sign the minutes. The minutes were agreed as a true record and duly signed by the Chairman.</p>	
PFMC/23	<p>TO RECEIVE AND NOTE SUMMARY OF SURVEYS AND QUESTIONNAIRES TO DATE, FOR ITEM 24. K Cox summarized the results so far in that only 16% response rate received and many were not filled in correctly. He confirmed that a loan was not supported by the majority of the village and those against it were very vocal about the fact and also that some comments supported no external funds should be used to improve the pavilion.</p>	
PFMC/24	<p>(EX) CRICKET CLUB PROPOSED HANDOVER</p>	
	24.1	<p>To receive and note current situation regarding the Cricket Club, with confirmation that the (ex) committee members have offered to pass all their equipment, monies and the pavilion to the Parish Council/Playing Field Management Committee, due to the folding of the club and subsequent ending of the lease of land. The current situation was explained and noted.</p>
	24.2	<p>To receive, note and discuss the Clerk report showing all the assets and liabilities of the old cricket club and pavilion, options open to the committee/Parish Council and resolve any questions and issues, herewith. The report was received and noted and elements discussed. It was noted that without the pavilion, there is no proper playing field. The Clerk explained that it should depend on a survey to realise the full liabilities and future costs to residents. It was agreed to clarify ownership of the toilet block and planning permission associated with that, the “container” and contents and working order or not of equipment. It was noted that there is potential to rent out the grounds/pavilion to more clubs and start “home” clubs too, plus possibly youth clubs. It was noted that half of the running costs were paid by the football club and that a similar agreement could be made and that they can possibly get access to funds in the future. It was agreed that insurance will need to be taken out in the Parish Council name and the other administrative elements if agreed by the PC. Action P Nottingham, Clerk, T McAllister</p>
	24.3	<p>To agree or otherwise to the proposal to be presented to the Parish Council that the Parish Council/PFMC takes on the maintenance and running of the pavilion and assumes ownership of the list of equipment, subject to any agreed conditions. To agree to a building survey as recommended. It was agreed that a proposal be put to the Parish Council for them to take over the pavilion and associate equipment, as listed by the cricket club. It was agreed that J Watson will request an informal survey for the meantime and immediate decision by the Parish Council, to agree “subject to a satisfactory survey”. Action Clerk, J Watson</p>
	24.4	<p>To note and propose the termination of the lease by way of a breach of the terms, via a letter from the Clerk, previously circulated. It was agreed that a formal letter be sent to all signatories to end the lease due to a breach of the terms of the lease. Action Clerk</p>
	24.5	<p>To receive and note update on the power supply project completion and agree any actions. To note due thanks to K Cox and his “team” of volunteer helpers. An update was given in that a supply contract was being investigated now that the trench and cable work is complete with thanks to the team of volunteers. It was noted that WPFC were going to contribute to the costs and this will need to be factored into the future hire charges. It was</p>

		further noted that the cable was not as per spec and this will be chased up with National Grid. Action K Cox
PFMC/25	FINANCE	To note finance report and current budget situation and resolve any queries, herewith. This was noted with no queries.
PFMC/26	ORDERS FOR PAYMENT;	To note/agree any new payments to be agreed; This was agreed.
	26.1	Clerk re-imburse for more grass seed for power project £18.99
PFMC/27		TO AGREE THE DATE AND TIME OF THE NEXT PFMC MEETING. Proposed Weds 2/8/23 or Friday 4/8/23 depending on availability. To book dates of future, possibly monthly meetings. Dates were agreed as 2/8/23, 6/9/23, 18/10/23 and 29/11/23 at the pavilion.