

## **Emneth Playing Field Committee (Charity no. 802015)**

### **Minutes of meeting on 25 April 2013**

**Place:** The Pavilion

**Time:** 19.00

<b>Present:</b>	Tanya Bunting	Trustee/Vice-Chair
	Stuart Kierman	Trustee/Treasurer
	Jill Ahearn	Trustee/Secretary
	Kanita Oakey-Kierman	Trustee
	Steve Ross	Friend

#### **Prior to the start of the meeting**

##### **Steve Ross update on completed/forthcoming jobs**

1. Picnic table repairs have been completed.
2. Extension of Hard-standing area was discussed and measured up. SR to price up materials and labour. Work should take roughly 4 days.
3. Electrical sockets within the pavilion need to be repaired; these have been damaged when moving/stacking tables – wooden buffers were also agreed to be made to protect the new sockets in future.
4. Broken window in one of the changing room to be replaced.

**At this point SR left the meeting.**

#### **1 Chair**

SK appointed Chair for the meeting.

#### **2 Apologies**

Chris Burke, Sarah Means, Michael Clayton

#### **3 Minutes of meeting held on 28 March 2013**

Agreed.

#### **4 Matters arising**

None

#### **5 Matters outstanding from previous meetings**

##### **Future of the old pavilion**

MC is preparing a discussion document. **-In progress.**

##### **Drainage Work – Play area**

SK – to liaise with BW regarding timing for work (Once Football season finished)

##### **Extension of Hard-standing area**

As discussed earlier SR to price up materials and labour costs.

##### **Car Park**

SK chased again for quotes, Brian Chilvers came back on 25/04/13. 1<sup>st</sup> -Budget job (Filling of pot holes etc.) £640. 2<sup>nd</sup> - Tarmac came in at £45K + VAT; this price did not include drainage. Supercrete Groundwork has yet to reply. More than one quote

is needed so TB offered to contact Michael Brooks and KO-K offered to contact Simon Pope for quotes one for a repair and second one for Tarmac.

## **6 Risk management**

CB unable to attend the meeting – no report forwarded. PJA to email CB to request the risk report to be forwarded to the Trustees via email.

## **7 Secretary's report**

PJA received a letter from Kate Bennett secretary of the Parish Council, inviting us to their annual meeting. This was emailed out to all Trustees. Unfortunately no one was able to attend.

## **8 Treasurer's report**

### **8.1 Financial update**

#### **Balances at 25 April 2013**

<b>Account</b>	<b>£</b>
Current account	4,738
Deposit account	1,085

#### **Payments made since last meeting:**

<b>Item</b>	<b>£</b>
E.on (Electric-new pavilion to 28/03/13)	72.46
Burton Property Mtce (Cleaning-Mar)	45.00
J Ahearn (re medals)	24.24
Steve Ross (Picnic table repairs)	70.37
Strattons (Empty septic tank)	65.00
Fenland Fire App Co (Extinguisher mtce)	78.84

#### **Pitch income**

All pitch hire fees etc. billed up to end of March 2013.  
Fees received since last meeting £507

#### **Other**

Quarterly grant ex EPC requested-due to be received shortly

Insurance renewal invitation received from our current supplier (Allianz) for 01/05/13-premium £3,186.37 (2012 £2,927.17).

I have been liaising through a local broker (Bridge Ins Cons-Wisbech) for another possible provider for our needs.

At date of meeting he is still investigating any other providers but the alternative on the table at the moment is China Ins Co (via David Oliver Associates) with a premium of £2,501 for cover similar to existing but with a higher excess applying.

Bridge Insurance are also recommending Trustee Indemnity Insurance which would cost £250-£300 if required.

– TII was discussed and Trustees agreed not to go ahead with TII at the present time.

## **8.2 General update**

- Kate Bennett has received an email from the grass cutting contractors, with regards to the Height Barrier having dropped, this caused them some problems on their last visit and they requested we look at it. SK to contact Nick from All Type Fencing to see if he has any ideas of solving this problem.
- The big pot holes at entrance to car park have been filled in by Brian Chilvers today at the request of SJK.
- SJK had arranged for the septic tank to be emptied as the high level alarm had been activated.

## **9 Emneth Community Play Area**

### **9.1 Project Manager's report**

No report submitted.

### **9.2 Zip-Wire update**

MC had emailed to advise we were awaiting a response from Eibe.

## **10 Events update**

Summer advent will now be held on 1<sup>st</sup> September 1- 5pm. Various activities have been booked – PJA to book Ice Cream Van and design fliers and posters.

## **11 Other business**

- We have had a very positive feedback about the Maypole that is at present on loan to the Emneth Primary for use in an after school club.
- SK starting to prepare the annual accounts ready to discuss at next meeting.

**The meeting closed at 8.40pm (approx).**

### **Next meeting:**

Thursday 23 May 2013 at **19.30pm**