

Minutes of the meeting / AGM held on Monday 2nd May 2023

Attendees

Name	Susan Pallet	Ben Prior	Amberley Diamond	Joanna Hart	Luci D-P	Gavin Wood	Nigel Hawkey	Jo Walshe
	SP	BP	AD	JH	LDP	GW	NH	JW
Role				PC	Bookings	Chair	PC	Treasurer
Present?	NO	YES	YES	YES	YES (Part)	YES	No	YES

Held at the Rec

2023 Meeting Schedule

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
30	--	06	03	02	05	10	--	04	02	06	04

Approval of previous minutes

Previous minutes of 3rd April 2023 approved.

Health and Safety Issues

Play Equipment

LD-P to progress next month's check against this.

Action : LD-P

Financial Matters

JW has spent a lot of time and effort negotiating revised electricity/gas tariffs in a very complex and fast moving market.

Three suppliers were compared and the best rates obtained from British Gas. ARC agreed to go forward with them as a supplier on JW's recommendation.

ACTION: JW I

Current balance is £8,546.23 (£11,817.90) on 31st March 2023.

Including payments:

Payments out:

- Rustic Management – repairs to gate and fence post: £195.00
- Venners Tree Survey: £950.00
- Coolglaze decorating deposit: £400.00
- Grundon bins: £34.19
- British Gas Lite, electricity to 8th Apr: £176.16
- British Gas Lite, gas to 8th Apr: £181.32
- Coolglaze decorating balance: £1,395.00
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Astons' Recreation Committee

Payments in:

- Hire, Page-Smith: £60.00

Payments pending:

- Skip hire for clearance behind garage: £290.00 + VAT
- Adam Ray, base for table tennis table: £1,360.00

Meter Readings 06/04/2023: GAS: 15913 (15838) Electricity: 70710 (70392)

These readings have been submitted.

Noted that given the projected expenditure and the energy consumption issue, we have 9 to 12 months' of cash before this year's fund-raising activities if we are judicious in what investments we make in the maintenance and infrastructure of the REC.

Updates to the T&Cs and hire costs need to be discussed at the next meeting.

Action : All

Administrative Matters

Reports from Clubs and other Rec Ground Users

Fundraising and Social

Bonfire night

Will be held on Saturday 4th November 2023

Ladies Supper

Planned for 15th June with a view to this raising funds to pay for/contribute towards the pictures and internal decoration of the Pavilion. Volunteers needed to help with catering and other jobs. Jo volunteered to help with the financial side of things

Action: AD/ALL

Coronation Tea Party

Sunday 7th May 2023 from 3pm

Action: ALL

Maintenance

1. Amanda Porter has taken over the cleaners role – for which we are grateful
2. Weed and feed of grass not required this year – will be next year
3. PAT Testing – quote of £120 approved and BP to arrange for May

ACTION: BP

4. The Village work day was very well supported and a huge amount achieved including significant work of girdling the trees surrounding the Recreation Ground so that invasive Ivy will die back and allow the tree surgery work identified in the recent tree safety report to be undertaken.

ARC acknowledges and thanks every one who gave of their time and talents to help keep the village and recreation ground in such good condition.

BP agreed to get two quotes for the tree surgery work and also reported that the SSC have undertaken some work to reduce trees that were beginning to encroach on power lines that cross the Recreation Ground.

ACTION: BP

5. There is a significant amount of waste that can be skipped following the work day. GW and BD to meet JI to discuss timing and review materials before disposal

ACTION: BP/GW

6. The broken wooden plank on the bench can be replaced, along with new bolts. This was too complex a task for the work day team and JI has quoted £200 to complete the work which the ARC agreed to fund. BP to provide JI the go ahead to complete this work.

ACTION: BP

Table Tennis

With thanks to Adam Ray the base for the new table tennis has been completed. It is hoped that the table tennis table itself will be delivered and installed very shortly.

Development plans

Nothing to report in addition to the above

Monthly Tasks / Jobs Calendar

The jobs calendar was reviewed.

Any Other Business

The Committee recorded its sincere thanks to Kristen Richardson for her three years of devoted service to the ARC.

The Committee welcomed Ben Prior who joined during April 2023 and is already proving to be an energetic member of ARC.

Smart meter being fitted 15th May

Action : JW

Jobs Calendar

Month	Health & Safety	Process	Social
January	Playground checks Fire extinguisher check	Meter Readings	
February	Playground checks	Meter Readings	
March	Playground checks (inc. ROSPA checklist)	Ensure payments up to date Final VAT return before mid-March Visual Inspection of Pavilion and facilities in recreation ground. Meter Readings	Spring Work Day (confirmed for April 22 nd)
April	Playground checks	Prepare FY accounts Weed & feed grass PAT Testing Meter Readings	
May	Playground checks	Internal Audit (Steve Morant) Meter Readings	
June	Playground checks (inc. ROSPA checklist)	AGM Meter Readings	Astonbury
July	Playground checks RoSPA playground check	Review recreation ground risk assessment. Meter Readings	
August	Playground checks	Meter Readings	
September	Playground checks (inc. ROSPA checklist)	Prepare budget for next year Boiler Service Meter Readings Review Gas & Electricity contracts (expire end October 2023)	Autumn Work Day
October	Arrange & carry out PAT test by 14th October Playground checks	Present budget to PC Meter Readings	Safari Supper
November	Playground checks	Meter Readings	Bonfire Night

Astons' Recreation Committee

	Boiler Service		
December	Playground checks (inc. ROSPA checklist)	Fire Extinguisher checks Meter Readings	