

Minutes of the meeting / AGM held on Monday 30th January 2023

Attendees

Name	Susan Pallet	Kirsty Richardson	Amberley Diamond	Joanna Hart	Luci D-P	Gavin Wood	Nigel Hawkey	Jo Walshe
	SP	KR	AD	JH	LDP	GW	NH	JW
Role				PC	Bookings	Chair	PC	Treasurer
Present?	YES	NO	YES	YES	NO	YES	NO	YES

Held by Zoom

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 5th December 2022 approved.

Health and Safety Issues

Play Equipment

As reported previously:

Majority of risks raised are low/medium. The most significant items are: Basketball backboard missing lettering and the basket swing attachment point; Cableway traveller was noted as a potential high risk, albeit due to not being able to inspect it correctly.

Any actionable items will be included on the next work day. Noted that (instead of RoSPA) Fawns could do the inspection to satisfy RoSPA's queries for £1,800 plus vat, but then any additional parts would need to be paid for and would not include any further guarantees.

Noted that cableway is within original guarantee period, and so will keep under review and at this point not commit significant funds to check.

LD-P has taken over playground checks .

As part of the monthly check a number of minor issues were identified and will be rectified shortly by Jeremy. Our thanks as ever to Jeremy for all he does to maintain the Pavilion and Recreation Ground.

Financial Matters

Current balance is £11,289.41 (£8,918.52) on 30th January 2023.

Including payments:

Payments out:

- Castle Water – final bill: £254.98
- Jeremy Imbush – matting for bonfire: £153.60
- Everflow water: £50.90

Astons' Recreation Committee

- Grundon bins: £32.20
- British Gas Lite, electricity: £161.01
- British Gas Lite, gas: £366.36
- ACC roller hire: £253.21
- Jemma Bowler, post bonfire clean: £30.00
- Red Box fire extinguisher service/replacement : £685.91
- Everflow water: £45.09
- Grundon bins: £32.05

Payments in:

- SumUp takings from Bonfire: £3,520.05
- Bonfire cash: £176.15
- Bonfire sponsorship: £500.00
- Seirian Sumner Hire: £40.00
- Bob Picken hire: £60.00
- Redmond Carroll hire: £40.00
- Redmond Carroll hire: £100.00

Payments pending:

None

Meter Readings 08/01/2023: GAS: 15551 (15267) Electricity: 69955 (69556)
25/01/2023 Water: 2150

These readings have been submitted.

The Fire Extinguisher are a health and Safety matter and should be covered by the PC

Action: JH request re-imburement from the PC

Administrative Matters

Public facing sign : JI in possession and needs to be put in position. All agreed to do this in the most cost effective and robust way possible (on the post it came with or attached to fencing). Tom Coates is happy to help with this.

ACTION : KR to follow up with JI

Reports from Clubs and other Rec Ground Users

None

Fundraising and Social

Ladies Supper

Proposed to hold a ladies supper later in the year with a view to this raising funds to pay for/contribute towards the pictures and internal decoration of the Pavilion

Action: AD

Astonbury

There is a need for volunteers to step forward and help if Astonbury is going to be held this year. Astonbury is not only an enjoyable village event but raises significant amount of money to help maintain and develop the Pavilion and Recreation Ground. AD has written an article for the Astons News and it is hoped that volunteers will step forward.

If not then Astonbury will not be held this year though the ARC did discuss if a smaller event might be held on the Rec.

Maintenance

A series of quotes and requests for maintenance and new equipment have been received over the last six weeks. These are summarised below.

In order to maintain financial prudence ARC agreed to request that the most urgent of these, to undertake works on the exterior of the Pavilion and internal decoration/artwork, would be approved by the PC.

Other items would be reviewed at the next ARC meeting and prioritised. Note – fund raising activity is likely to be needed to be able to fund all of these in 2023 and some of this work may have to be deferred until 2024.

<u>Expenditure Item</u>	<u>Quote 1</u>	<u>Quote 2</u>	<u>Quote 3</u>	<u>Quote 4</u>
Internal Painting	1,395	1,895		
Artwork for Pavilion	700			
External Maintenance	1,520	2,000		
Boules Pitch refurbishment	2,960		4,900	2,100
Table Tennis table	1,980	1,987	2,340	2,600
Wooden Storage hut	880			

Astons' Recreation Committee

Road Matting - Pavilion	640			
Road Matting - car park	800			
<i>All amounts exclude VAT</i>				
<i>Note - the quotes for the Boules refurbishment and table tennis table differ slightly in services offered</i>				

External Maintenance approved by ARC as follows (£1,520)

- Prepare and replace soffits and barge boards
- Replace/repair fascias and box ends
- Clear gutters and replace hedgehogs
- Repointing junction of roof tiles and gutter next to dormer
- Remove moss

Action: JH request approval of external maintenance from PC (£1,520).

Internal Refurbishment of Pavilion

Two quotes have been obtained for the internal decoration. ARC agreed to request approval of the lower of the two (£1,395) and request approval from the PC to proceed

With a view to making the Pavilion a more attractive multi-purpose venue to hire, ARC would like to purchase and display some local artwork to reflect the beauty of our environment. AD has spoken to Anna Dillon who has offered to sell us some framed prints at a great discount. AD has also approached Hedley Thorne, the local aerial photographer to see if he will donate/sell us some prints of the Astons and surrounding areas. To offset the cost of the artwork (of approximately £700), AD has suggested bringing back the Ladies Summer Supper to fund it the newly refurbished space to the public. We will aim to sell tickets at £10 per head and target a profit of £500 to offset much of the cost of the artwork. Assuming PC approval in the February meeting we would aim towards having the Supper as an opening ceremony too.

Action : JH request approval of internal decoration from PC (£1,395) and paintings/artwork (£700).

Tree Survey

There are approximately 50 trees that need to be surveyed as a large number seem to be either dead or dying . A quote from an experienced and previous used contractor for £950 was obtained and approved. The PC will be requested to cover the costs of this as this is an Health and Safety matter.

Action : JH request approval from PC for re-imburement of £950 for the tree survey.

Development plans

Nothing to report in addition to the above

Monthly Tasks / Jobs Calendar

The jobs calendar was reviewed.

Any Other Business

Table Tennis location

The ARC discussed the location of the Table Tennis Table. Two sites were identified. One near the Boules and Children's playground and the other between the Pavilion and the basketball court. After length discussion and with the consideration of the cricket pitch boundary taken into account it was agreed that the best location would be between Pavilion and the basketball court.

There was some lively debate and a variety off views expressed reflecting the different views articulated to ARC members by villagers. If there ae any final submissions or considerations that ARC should consider please can these be submitted to an ARC member before the end of March for a final review in our April meeting

Vandalism of the Pavilion

The ARC is disappointed to report that the Pavilion was "egged" in late January. Our thanks are passed to Jo Walsh who spent a Saturday afternoon cleaning the eggs of the walls and shuttering.

Jobs Calendar

Month	Health & Safety	Process	Social
January	Playground checks Fire extinguisher check		
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.	Spring Work Day
April	Playground checks	Prepare FY accounts Weed & feed grass Review Gas & Electricity contracts (expire end Aug 2022) PAT Testing	
May	Playground checks	Internal Audit (Steve Morant) Meter Readings	
June	Playground checks (inc. ROSPA checklist)	AGM	Astonbury
July	Playground checks RoSPA playground check	Review recreation ground risk assessment.	
August	Playground checks	Meter Readings Boiler Service	
September	Playground checks (inc. ROSPA checklist)	Prepare budget for next year	Autumn Work Day
October	Arrange & carry out PAT test by 14th October Playground checks	Present budget to PC	Safari Supper
November	Playground checks Boiler Service	Meter Readings	Bonfire Night
December	Playground checks (inc. ROSPA checklist)	Fire Extinguisher checks	