

Minutes of the meeting / AGM held on Monday 3rd April 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	NO	NO	YES	YES	YES	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 6th March 2023 approved.

Health and Safety Issues

Play Equipment

GW has distributed the March 2023 ROSPA checklist LD-P to progress next month's check against this.

Action : LD-P

Financial Matters

Current balance is £11,817.90 (£11,491.46) on 31st March 2023, including payments:

Payments out:

- Causeway Electrical 2 replacement light units: £264.00
- KWC replacement valve for hot water tank: £294.00
- Thames Valley Air ambulance, donation from Astonbury in memory of Alan Dodd: £500.00
- Grundon bins: £33.47
- British Gas Lite, electricity to 8th Mar: £66.97
- British Gas Lite, gas month to 8th Mar: £249.31
- Southern Electric final bill from end of contract in October: £363.18

Payments in:

- VAT reclaim: £2,097.37

Payments pending:

- Rustic Management – repairs to gate and fence post: £195.00

Meter Readings 07/03/2023: GAS: 15838 (15756) Electricity: 70392 (70218)

These readings have been submitted.

Noted that given the projected expenditure and the energy consumption issue, we have 12 to 15 months' of cash before this year's fund-raising activities.

Astons' Recreation Committee

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

Action : All

Problems of excessive gas consumption in the Pavilion (as previously report)

Action : JW

JW continuing to liaise with SODC to explore potential for grants.

She will also obtain advice from two independent heating engineers to diagnose the problem with key recommendations to progress a solution.

Administrative Matters

Reports from Clubs and other Rec Ground Users

JW has followed up with Blewbury Amazons, they are very much hoping to use the Rec next season. Goals remain there at their own risk.

Fundraising and Social

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 – volunteers from ARC (and beyond) please let Amberley know if you can help set up chairs etc from 2pm onwards.

Action: ALL

Maintenance

From the previous minutes:

1. New post required by the entrance behind the boules court: dig hole, concrete in new post and reattach fence to new post. **Done**
2. Playground gate: A new post and new gate required. The old post has rotted through in the ground and broken off below ground. **Done**
3. The broken wooden plank on the bench can be replaced, along with new bolts. **To be done on work day 22nd April (see AoB below)**

<u>Expenditure Item</u>	<u>Quoted cost (net)</u>	<u>Notes</u>
Internal Painting	<u>1,395</u>	Contractor selected. Colours have been discussed at length and final decisions now made. Ideally starting 11 th April.

Astons' Recreation Committee

Artwork for Pavilion	<u>700</u>	AD has progressed with Anna Dillon, pay for 3 @ £600. Use the extra £100 to create montage from Hedley Thorne, with mounts
External Maintenance	<u>1,520</u>	Contractor selected. Due to start 24 th April – target to complete in time for Ladies Supper 15th June, which will be a fundraiser for Arc given the scale of outgoing costs this year.
Boules Pitch refurbishment	<u>2,100</u>	To be reviewed in 2024
Table Tennis table	Three quotes obtained, ranging from <u>1,987 to 2,600</u>	Action : GW to approach all three parties to refresh their interest and quotes now that location known
Wooden Storage hut	880	To be reviewed in 2024
Road Matting Pavilion	640	To be reviewed in 2024
Road Matting - car park	800	To be reviewed in 2024

Approval given for JI to sand and oil pavilion beams and replace chicken wire.

Action: BP to confirm with JI

Table Tennis location

In line with the overwhelming views of villagers in response to the recent VN advert, it was agreed that the table tennis table should be located next to the pavilion. The precise position will be agreed at the next ARC meeting, aiming to mark it out ready for contractors to provide their refreshed quotations.

Tree Survey

The extensive tree survey had been circulated. There are two resulting workstreams :

1. Cut back (girdle) ivy – to be done on work day 22nd April (see AoB below)
2. Remove deadwood – a more specialist task, and agreed that two quotations should be obtained

Action : BP to obtain quotes from contractors for 2.

Development plans

Nothing to report in addition to the above

Monthly Tasks / Jobs Calendar

The jobs calendar was reviewed.

Any Other Business

Work Day 22nd April

Agreed tasks :

- Cut back ivy (see above)
- Pavilion : clean windows & shutters / Jet wash veranda / Dust and clean / Fix wood on bench

Astons' Recreation Committee

All to drum up support for the workday. GW to produce posters put an item on Facebook and Whatsapp group

Action GW

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