

Minutes of the meeting / AGM held on Monday 4th September 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?	YES (by Phone)	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 19th July 2023 approved.

Health and Safety Issues

Play Equipment

Anticipated that RoSPA will be inspecting sometime in July we have yet to receive their report or confirmation that they visited. BP to chase.

Action : BP

Financial Matters

31st July 2023 : Balance was £4,353.89 (£6,886.27), including:

Payments out:

- Amanda Porter – cleaning June: £52.50
- Connect Installation – PATesting: £144.00
- Everflow - water: £31.90
- Jeremy Imbush – materials and work to end of June 2023 (inc doing balustrades): £421.77
- Krystian Rojek – painting barge boards etc, gutter clearance etc, some repointing and jet washing to remove moss where needed: £1520.00
- Grundon bins: £33.95
- Luci D-P
- T Tennis bats & balls: £32.76
- Rustic Management – spray, clear & strim: £120.00
- William Blomfield – removal of wasp nest: £50.00
- Hazell & Jefferies – skip hire (attic etc clearance): £348.00
- Amanda Porter – cleaning July: £67.50

Payments in:

- Cricket Hire for event + deposit: £290.00

Astons' Recreation Committee

Meter Readings 08/07/2023: GAS: 75578 (75578) Electricity: 00457 (00138)

These readings were submitted.

31st August 2023 : Current balance is £4,051.12 (£4,353.89) including:

Payments out:

- Rosemary Pini – return of cricket event hire deposit: £200.00
- Grundon bins: £53.69
- British Gas Lite, electricity to 8th August: £558.72

Payments in:

- SumUp test (Laura): £0.98
- Jo Walshe – Ladies Summer Supper: £525.00

Meter Readings 08/08/2023: GAS: 75578 (75578) Electricity: 00778 (00457)

These readings were taken smartly by British Gas.

Discussion

It was noted that the current balance was low, just over £4k.

In addition to the above, RoSPA needs to be paid (c£100) and servicing of the boilers (c£1k) is due. It is assumed that the PC will reimburse ARC for the tree survey (£950) and the PAT testing (£120). However, in view of the state of the accounts, ARC would also like to request an advance loan from the PC towards the fireworks (circa £2.5k). GW to write to PC concerning this in time for discussion at its next meeting on 13th September 2023.

Action : GW

Also agreed that JW and GW should discuss year end presentation of the budget given the potential shortfall.

Action : GW / JW

Possible CIL monies for ARC

Various potential projects for the village utilising CIL from the Sweetcroft development were discussed at the last PC meeting on 19th July 2023, and ARC's wish list was presented to the PC as part of this. It was noted from the minutes of the PC meeting that Jane Imbush agreed to confirm to ARC what type of infrastructure projects are eligible for CIL, and we look forward to a dialogue with the PC concerning this.

Action : Parish Council (JI)

WiFi for the Pavilion

LD-P and SP have been researching this.

LD-P reported that the dongle option appears to be around £90 pa whichever provider is used.

SP has been in contact with Dave Machin to discuss, he recommended Andrews and Arnold, based in Bracknell or Countryside Broadband in Woodcote. SP to investigate further.

Action : SP

Administrative Matters

Reports from Clubs and other Rec Ground Users

Blewbury Amazon girls football hire

Hire form still not received Jermaine Webster, so needs to be chased.

Action : GW

Review of hiring T&C's

A few amends are required. LD-P to track changes a version or highlight where changes are needed.

Action : LD-P

Fundraising and Social

Bonfire night

4th November 2023 - Volunteers now being actively sought. Sub-committee formed and preparations underway. Fireworks have been ordered (although see discussion above re loan request to the PC)

Safari Supper

7th October 2023 - organisation going well. 80 guests now registered. Puddings to be held at the Machins.

Maintenance

Tree work Reported to the PC in June. It is investigating whether CIL monies can be used to pay for this.

Boules Pitch : ARC has agreed that it would be better to spend money on the surrounds and the seats rather than the boules surface itself (which apparently is still usable). Agreed that GW will dig out the original quote and see if a cost was provided for these elements alone.

Action: GW

Roof to covered outdoor sitting area: may need re-felting. Ben to secure two quotes.

Action: BP

Table Tennis

Now up and running.

New Energy Contract (with British Gas)

Due to start in mid-October. But why has energy use over the summer been so high? Needs to be checked. GW to discuss with JW

Action: GW/ JW

Development plans

No discussion

Monthly Tasks / Jobs Calendar

The jobs calendar was reviewed.

Any Other Business

Key safe: considered not practical as may impact insurance. Keys to be provided for long term letees.

Possible Autumn Work Day : Agree to skip this, and to focus on the play area in the Spring.

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	