

## Minutes of the meeting / AGM held on Monday 5<sup>th</sup> December 2022

### 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?	NO	YES	YES	YES	NO	NO	YES	YES

Held by Zoom

### 2022 Meeting Schedule

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
--	07	07	04	09	06	04	--	05	03	07	05

### Approval of previous minutes

Previous minutes of 7<sup>th</sup> November 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.

RoSPA checklist for whole of Rec attached. LD-P has taken over playground checks

**Action : LD-P** (Luci made post meeting inspection on 7<sup>th</sup> December : no issues reported)

### Financial Matters

Current balance is £8,918.52 (£7,101.90) on 30<sup>th</sup> November 2022.

Including payments:

#### Payments out:

- Amberley Diamond, First Aid kit: £19.95
- Bonfire: £1,830.29
- Grundon bins: £32.05
- Gas: £55.96

## Astons' Recreation Committee

- Everflow water: £96.54
- British Gas Lite, electricity:£268.06
- British Gas Lite, gas:£171.40
- Jeremy Imbush – maintenance jobs and materials: £295.18

### Payments in:

- Bonfire takings: £4,546.05
- Hire – Blewbury Amazons: £40.00

### Payments pending:

Roller hire for Cricket Club: £523.21

Meter Readings 08/11/2022: GAS: 15267 (15233) Electricity: 69556 (69345)

These readings have been submitted.

Grundon bins now switched to 6 weekly.

Jl payment of £295 does not include matting.

Switch now made for utilities and water. Need to also clarify possibility of government grant.

### **Action : JW**

Bonfire Figures: Profit is around £4k. Sponsorship down and cost of fireworks and general costs was higher. Fuller note to be prepared by JH.

### **Action : JH**

The payment to Air Ambulance Alan Dodd's family's preferred memorial charity will be made soon.

### **Action : JW**

### **New memorial bench for Alan Dodd**

Possible location between the two existing benches to the right as you enter from the kissing gate.

Arc would prefer not to replace existing benches and place any new bench close to the existing. Arc

ask the PC to ensure it is advertised in the Village News.

### **Internal Refurbishment of Pavilion**

Measure up for paintwork taking place this weekend, but we have not committed at this stage.

### **Action : LD-P / SP**

## 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**

Table tennis table base : Three quotes are required, and we can then decide whether £3k is an appropriate sum. NH to pass details of Simon Tegg to obtain a quote.

### **ACTION: LD-P / NH**

#### **Boules**

Refurbishment of this is clearly needed. Lucy obtaining quotes.

### **ACTION: LD-P**

## Reports from Clubs and other Rec Ground Users

Noted there has been no further contact from Blewbury Amazons. Their goal is still at the rec. JW to clarify.

### **Action : JW**

## Fundraising and Social

#### **Astonbury**

AD seeking to drum up support within the existing committee, however it currently appears unlikely that will go ahead next year because of limited enthusiasm and availability of support at this time.

## Maintenance

Tree survey - trees encroaching on Rec, could do with a trim. JH to chase Sarah Venners.

### **ACTION : JH**

Jl's latest list will be updated by the February meeting, and KR will cross check quote with list and determine best way forward.

### **Action : KR**

## Development plans

Nothing to report in addition to the above

## Monthly Tasks / Jobs Calendar

## Astons' Recreation Committee

The jobs calendar was reviewed.

Fire extinguisher check to be progressed by JW.

### **Action JW**

## Any Other Business

### **Equipment Storage**

Given the problems of getting equipment (trestle tables etc) into the pavilion roof void, it was agreed that providing a separate storage facility should be examined. The best place appears to be the area behind the garage. Options have been researched by Jeremy Imbush, including shipping containers. However, the general consensus was that a wooden container would be more appropriate. (c£850). Ask JI to secure three quotes for this. Also need to add cost of base though.

**Action : JW to speak to JI**

### **Protective mats**

Suggested buying second hand. We would need 8 for the bar (£640+vat) and 10 for the car park (£800 +vat). Advantage of buying them rather than renting? For the car park alone, we'd get our money back (from hiring) in 5 years. Whilst there is no rush, it should be done before the next bonfire night. In any event, we would only do this after the new storage (discussed above) has been provided.

**Action : AD**

### **Letter from Jill Hill**

Arc shares the concerns of local residents if there is any anti-social behaviour around events. Advertising is kept local to ensure that events are primarily attended by villagers. These events provide significant fundraising for upkeep of facilities in the rec, as well as bringing the community together. GW is happy to visit Jill and discuss her concerns in more depth.

**Action : GW**

### **T&Cs update**

To be discussed at the next meeting (February)

## 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	