

Astons' Recreation Committee

Minutes of meeting held at 19:30 on Monday 6th November 2017

1. Apologies

Bob Picken (BP), Susan Pallett, Seirian Sumner, Albie Welch, Steve Falle
Clare Williams (CW), John Smelt (JS).

2. Present

Jeremy Imbush (JI), Joanna Hart (JH), Nigel Hawkey (NH) nphawkey@gmail.com,
Jolyon Tidmarsh (JT)

3. Minutes of last meeting

The minutes of the meeting held on 2nd October 2017 were agreed.

4. Matters Arising

JT reported some progress on the dog poo and toy box signs. We have several sets of artwork but need to get them printed onto 3mm plastic (the current ones are too flimsy) perhaps using Falcon signs in Grove. This may also be linked with CLP and parish council since this affects the whole village. There is info on the SODC website. If we are going to implement fines then a byelaw may be required. Contact Louise Binder.

CW to report back on ideas for organising bookings. (carry forwards to next meeting).

Replacing the barbecue are no longer required, the existing one worked well at fireworks after it had been repaired. ARC agreed to purchase 2 warming cabinets for holding cooked meats at total £528 inc VAT for the pair.

5. Health & Safety Issues

The balustrades on the pavilion have become loose and need to be replaced. JI is investigating whether the work is still covered by the builders' guarantee. OPEN.

Jl has bought a first aid kit that he will put on the wall. OPEN.

Jl will get a large key store for the keys for the 3 exits, this is an insurance requirement. JI checking with Emma at Zurich to see what is really required. £60 to £70 expected cost.

Jl has investigated a sign for the gate and has been quoted £1,000 for a glass sign. JI to investigate a plastic version. We need to agree wording for the sign. JI to propose wording. Everyone to keep an eye out for suitable sign manufacturers (if you see a good sign, the manufacturer should be stated on the back of sign). OPEN.

Tree Survey. The tree survey has been received and things are generally good. There are several trees requiring attention in the next six months. We need to get pricing. Action: Nigel Hawkey.

Note that the cost of the survey will be split 50/50 with PC as previously agreed.

6. Financial Matters

The account balance on 6th November 2017 was £34,386.34, including initial deposit of c. £7k5 bonfire takings.

John Smelt has formally stepped down as treasurer of ARC. JH will cover the role whilst we find someone else – advert placed in VN. JH has prepared a budget to be presented to Parish Council shortly. The budget was discussed and approved to present to PC. ARC spends roughly £3k5 as overhead plus replacing capital assets as they wear out. In addition PC covers insurance (£1000) and health and safety costs (£500).

Signatories have been progressed: John Morgan is being removed and Nigel Hawkey being added.

2 invoices to pay: PAT testing £108, rustic management £228 (playground mowing and branch trimming). Rustic will bill us quarterly in future.

The football goals should be arriving in late November and will require prompt payment via BACS as previously agreed.

Meter Readings: GAS----- Electricity: -----

7. Administrative Matters

We have been approached by a villager to put in a commemorative bench. Parish Council and ARC are very grateful for this offer. However, due to the development plans then the type, placement and timing will need to fit within the scope of the development plans. Action BP to go back to Jancis. If they would like to donate prior to development then it may need moving later. OPEN.

8. Reports from Clubs and other Rec Ground Users

Cricket club would like to create a memorabilia display in the pavillion. ARC is interested in having something wall mounted since it would look nice. It was felt that a free standing cabinet would take up precious floor space and may get damaged if moved for an event. ARC suggest that the cricket club look into options for consideration at future meeting. Action: JT talk to Dave Kilcoyne.

9. Fundraising and Social

Safari Supper was held on 7th October. It raised £765 gross profit, after donating 10% to the Didcot foodbank. Thanks to the safari sub-committee for organising a good event.

Bonfire Night. It was a very successful event, making in the region of £4,000 gross profit, roughly in line with 2015, but down on 2016 since that was an exceptional year. We had 525 paying adults + kids this year. Thoughts for the organisers to consider for next year:

- there weren't sufficient volunteers to set up on Saturday, clear up on Sunday and second shift on the bar.
- need to find a better way to recruit volunteers
- should we do we do the wood collection? It is resource intensive, people could bring it.
- bin collection could be arranged; two trailer loads had to be taken to recycling centre.
- parking in the village was chaos. People were blocked out of house, and chalk hill was parked on blocking fire engine access.

Thanks to Richard Cox, Rhys Griffiths and Chris Hawker for a-may-zing fireworks. Marcus Holburn, Billy Sheedy and Nick Drums for bonfire, Jo Walsh on Food with

Peter Butcher and Peter LeConte, plus all the other most excellent helpers... oh, and Jeremy and Albie for organising.

10. Maintenance

The digger used to build the bonfire has left tyre tracks on the wet ground. A proper roller is required to fix this. Action JI to organise rolling (ours is not man enough).

Tractor Mower. The mower bit has been repaired by Oz Holstabar for free (many thanks Oz). Oz has kindly offered to help service the tractor with JI.

11. Development plans

JT and SS will present a report at the next meeting.

12. Monthly Tasks / Jobs Calendar

Emily Richards has kindly offered to take on the defibrillator checks. Handover from Jenny Baker has happened. Emily will report to PC on a quarterly basis. CLOSED.

CW to continue playground checks – BP to check she’s still ok to do these. OPEN.

13. Any Other Business

J-

14. Next Meeting

The next meeting will be on Monday 4th November at the Pavilion at 7:30pm.

Jobs Calendar

Month	Health & Safety	Process	Social
January	Playground checks Defibrillator check		
February	Playground checks Fire extinguisher check Defibrillator check	Meter Readings	
March	Playground checks Defibrillator check	Ensure payments up to date Final VAT return before mid-March Review Gas & Electricity contracts (expire end April)	Spring Work Day
April	Playground checks Defibrillator check	Prepare FY accounts Weed & feed grass Gas/Electricity contract renewal due	
May	Playground checks Defibrillator check	Internal Audit Meter Readings	
June	Playground checks	AGM	Astonbury

	Defibrilator check		
July	Playground checks RoSPA playground check Defibrilator check		
August	Playground checks Defibrilator check	Meter Readings	
September	Playground checks Defibrilator check	Prepare budget for next year	Autumn Work Day
October	Arrange & carry out PAT test by 14 th October Playground checks Defibrilator check	Present budget to PC	Safari Supper
November	Playground checks Boiler service Defibrilator check	Meter Readings	Bonfire Night
December	Playground checks Defibrilator check		