

Astons' Recreation Committee

Minutes of meeting held at 19.30 on Monday 3rd April 2017

1. Apologies

Susan Pallett (SP), Serian Sumner (SS), Steve Falle (SF)

2. Present

Jeremy Imbush (JI), Albie Welch (AW), Joanna Hart (JH), John Smolt (JS), Steve Falle (SF), Jennie Baker (JB), Seirian Sumner (SS), Jolyon Tidmarsh (JT), Bob Picken (BP)

3. Minutes of last meeting

The minutes of the meeting held on 6th March 2017 were agreed.

4. Matters Arising

None.

5. Health & Safety Issues

The PC has approved payment of the tree survey on the estimate we have previously received. JI to chase second quote.

JH has received confirmation from the insurers that we need a regular Periodic Inspection Report of the electrics (wiring, sockets etc.). Once completed, we need to review what work is required. Our electrician has quoted approximately £600 (excluding VAT) to do the work. JI to speak to Mike Wigg and then we will review how to proceed.

SP has completed the playground checks. No problems observed.

6. Financial Matters

The year-end current account balance is £32,183.24. The year's health and safety costs for the year of £384.28 have been paid by the Parish Council. The VAT return was not processed in time for the year end so this will be carried over into the 17-18 accounts as a VAT reclaim amount.

JB presented receipts for £360 for the new crockery and cutlery and £9.99 for the loo brushes. JH has paid the Grundon invoice of £432 and the deposit for the lighting and staging for Astonbury of £630.44.

BP presented a receipt of £27.99 for the new padlock.

JI presented bills £63.96 for reseeding sheeting, £139.94 for the extractor fan, £21.65 for the door lock, £45 for multi-cloth rolls and paper towels. JI has paid £75 for diesel. The total of £345.55 was approved.

A refund of £184.97 to the cricket club for the roller hire was approved.

JS to do the end of year of accounts to be ready for the AGM on 8th May.

7. Administrative Matters

The work day has been combined with the village tidy-up and will now take place on Saturday 8th April. JI updated the jobs list. JI to ask for an e-news reminder to go out this week.

BP to email Tom Richards to find when the temporary track will be removed.

The meeting approved the purchase of a 2nd hand mower from JB for £200.

The meeting discussed the possibility of putting a path from the pavilion down to the kissing gate as has been suggested in the CLP survey. The general consensus was that it would be expensive to put in and would not be used frequently. In addition, leaves falling on the path would need to be cleared regularly. For those using the pavilion, especially for events, it is possible to walk down from car park without walking on the grass. On balance, the committee felt that the likely cost did not merit the benefits.

JB to research carpet cleaning machines and costs. The carpets will be cleaned after Astonbury

8. Reports from Clubs and other Rec Ground Users

JI will liaise with the cricket club about the temporary nets.

9. Fundraising and Social

AW reported that the organization of Astonbury is going well. JI has found an insurer that will provide event cancellation cover for £90.

JT to arrange with village children to design a no dog mess poster.

BP to write a risk assessment for Astonbury.

10. Maintenance

JI has ordered loo rolls, hand towels and all-purpose cloths.

JI has fixed the latch to the gents loos.

11. Development plans

JT reported that no one has responded to the Village News advertisement for ideas/help with the rec development plans . He and SS will approach people directly.

12. Monthly Tasks / Jobs Calendar

SP continues to do Playground Checks.

Gas and electricity coming up for renewal. SF to research a new contract.

13. Any Other Business

SP to stand down from the Secretary role. BP to put an ad in the Village News.

14. Next Meeting

The next meeting will be on Monday 8th May at the Pavilion at 7:30pm.

Remaining meeting dates for the rest of the year are:

Monday 5th June

Monday 3rd July

Monday 4th September

Monday 2nd October

Monday 6th November

Monday 4th December

Jobs Calendar

Month	Health & Safety	Process	Social
January	Playground checks		
February	Playground checks Fire extinguisher check	Meter Readings	
March	Playground checks	Ensure payments up to date Final VAT return before mid-March Review Gas & Electricity contracts (expire end April)	Spring Work Day
April	Playground checks	Prepare FY accounts Weed & feed grass Gas/Electricity contract renewal due	
May	Playground checks	Internal Audit Meter Readings	
June	Playground checks	AGM	Astonbury
July	Playground checks RoSPA playground check		
August	Playground checks Arrange & carry out PAT test by 30 th August	Meter Readings	
September	Playground checks	Prepare budget for next year	Autumn Work Day
October	Playground checks	Present budget to PC	Safari Supper
November	Playground checks Boiler service	Meter Readings	Bonfire Night
December	Playground checks		