

Attendees

Name	Bob Picken	Kirsty Richardson	Jolyon Tidmarsh	Joanna Hart	Frances Barlow	Nigel Hawkey	Jo Walshe
	BP	KR	JT	JH	FB	NH	JW
Role	Vice Chair		Chair	PC	Bookings	PC	Treasurer
Present?	YES	YES	YES	YES	NO	YES	YES

This is a virtual meeting held on Zoom

2020 Meeting Schedule

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
6 th done	4th	2nd	6th	11 th AGM	1st	6th	none	7th	5th	2nd	7th

Approval of previous minutes

The previous minutes were agreed by all.

Health and Safety Issues

The playground is currently shut due to Covid-19 and there is a notice on the gate and on the Aston's website.

The boiler service has been done and paid. It was £240.

The 10 year electrical check has happened. There were a number of observations numbered 1 -20. With regard to the classification code a

C1 Danger Present There are no C1 Codes

C2 Potentially dangerous urgent remedial action required there are a few noted.

C3 Improvement recommended.

So due to the fact there are a number of C2 codes the general assessment of the installation is classified as UNSATISFACTORY.

Also I noticed which is not part of the test report requirements that all the smoke detectors are out of date and need replacing. Generally smoke alarms are good for 10 years, and the label on the alarms I noticed say Replace by October 2019.

We have asked for a quote to do the necessary remedial work (estimated at £2,000). There is no present danger (C1).

Financial Matters

Current balance is: £24,240.41 at 1st April. Including payments:

- Absolute Building, for repairs paving and balustrades £2,748.00
- Grundon for bins £43.38
- Castle Water £17.77 – note the reduction in monthly payment

Paid in:

- Refund from SWALEC Gas £114.60
- Health and Safety from PC £288.85

Payments approved and made:

- Morehouse Heating service Andrews boiler and restore hot water £240.00

- Fawns initial payment for swings and playground work £5,000.00. This is just under half of the deposit and they will formally acknowledge receipt and let us know an expected start date. The total cost is expected to be £14,000.

Meter Readings GAS not taken Electricity: not taken

VAT return for £1,966.11 has been received by the PC but not by ARC yet.

Administrative Matters

-

Reports from Clubs and other Rec Ground Users

No update on the girls only football team enquiry. Refer to previous minutes for the details. No further discussion this evening.

In principle we are very supportive subject to resolving the following concerns:

numbers of cars and parking thereof, required use of the pavillion and keeping it clean, payments, what kit they need, where it will be stored, how much of the field he wants to use, how they'll do the white lining, overlap with cricket season and other users of the football pitch. Action: Jolyon to follow up.

Fundraising and Social – Bonfire Night

Bonfire Night

Continue to look for team to manage the 2020 bonfire event. We need to organise a wash-up and indoctrinate a new management team. We are still looking for a volunteer.

Action: Jolyon do VH article for April and posters for notice board + village facebook.

Astonbury

Due to coronavirus we won't be able to support this event and it was agreed that Astonbury won't take place on 6th June. There will be a final decision as to whether an event will take place later in the year on 21st April at the Astonbury meeting .

Maintenance

Work on the exterior of the pavilion has been completed. The paving and steps fixed and the rotten ballustrades have been replaced with metal. These will need painting to match the existing oak ones at some point.

Spring Tidy-Up Day Plan

Was cancelled due to coronavirus.

Development plans – Swings

Once the Coronavirus chaos has subsided this will happen.

--

Monthly Tasks / Jobs Calendar

--

Any Other Business

-

Jobs Calendar

Month	Health & Safety	Process	Social
January	Playground checks Boiler Service		
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) Visual Inspection of Pavillion and facilities in recreation ground.	Spring Work Day
April	Playground checks	Prepare FY accounts Weed & feed grass Gas/Electricity contract renewal due	
May	Playground checks	Internal Audit (Steve Morant) Meter Readings	
June	Playground checks	AGM	Astonbury
July	Playground checks RoSPA playground check	Review recreation ground risk assessment.	
August	Playground checks	Meter Readings	
September	Playground checks	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	Meter Readings	Bonfire Night
December	Playground checks		