

Astons' Recreation Committee

Minutes of meeting held at 19.30 on Monday 6th February 2017

1. Apologies

Susan Pallett (SP), Bob Picken (BP), Jolyon Tidmarsh (JT), Seirian Sumner (SS)

2. Present

Jeremy Imbush (JI), Albie Welch (AW), Joanna Hart (JH), John Smolt (JS), Steve Falle (SF), Jennie Baker (JB)

3. Minutes of last meeting

The minutes of the meeting held on 5th December 2016 were agreed.

4. Matters Arising

JI updated on work at the Richards concerning the access to the Rec. All ok.

SP has investigated a steam mop and it will be £40, all approved to spend this.

JB updated on crockery refresh. JB to come to next meeting with three suggestions for approval at next meeting.

5. Health & Safety Issues

Boiler service carried out and the fire extinguisher check. Thanks to JI for organising.

Tree survey: JI spoke to Tom Coates and Tom Cottrell, but they are not qualified. JI spoke to a tree surveyor and was quoted £750 to survey. JI to investigate further. JH to ask Parish Clerk to contact OALC and insurance regarding tree survey requirements.

6. Financial Matters

JH sent the following update after the meeting:

The account balance on 31/1/17 was £32,279, includes receipts from Astons Cricket Club (£350), £40 from Pallet & £40 from Coupland. Invoice from Boiler service for £164.25 to be paid. Red box has been paid £79.68 for fire extinguisher check.

7. Administrative Matters

Work day: Sunday 2nd April confirmed from 10am. Everyone to provide potential jobs to BP to discuss and prioritise at next meeting.

All agreed to delay purchase of football goals until after the works at Chalk Hill, so will be purchased in April. PC approval obtained in December for £3,000.

8. Reports from Clubs and other Rec Ground Users

Tractor: approved £250 to be spent to service & sharpen blades at December meeting. JI to do in February.

SP has received a request for a monthly art club. This was discussed, providing it is not on a Saturday, we would need to cover cost of cleaning (plus make a profit) and they would need to have their own insurance. SP to find out more details and let committee know.

SP has had an inquiry about an event 12 or 19th August with bar and music. SP to find more details and explain that a TEN & PRS licence would be needed for a paid bar & live music. The event would need to finish by 11pm at the latest. Note the event could not be fenced off and the Rec is open to villagers at all times. Perhaps the person could come to the next ARC meeting to discuss and explain how many people and plans etc..

Discussed having a standard set of questions to ask hirers, depending on type of party. Should also review terms & conditions and hiring instructions. SP to forward what she currently has for hirers to all.

9. Fundraising and Social

AW to arrange for collection of outstanding bonfire signs around village & beyond.

Parish Council to be informed that Astonbury going ahead - June 10th

Fireworks date agreed as Saturday 4th November. JI suggests using Grundon this year for fireworks night rubbish collection.

SP to suggest potential dates for Safari Supper.

10. Maintenance

JI to investigate a new lock for the Gents loos and it will cost £22 inc VAT. All Approved.

JI reported that the garage shutter lock will need to be replaced and will investigate options – meeting approved up to £50 for an additional lock. (Carried over from previous meeting)

All agreed to replace the 5 toilet brushes. JB to buy.

JI to buy a new fan for the changing room £135 - all approved.

Lawnmower needs replacing. JI to investigate options, could buy JB's old one.

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

11. Development plans

JT/SS to ask for volunteers to help shape the development plans in March Village News and consider a Survey Monkey to get feedback.

12. Monthly Tasks / Jobs Calendar

SP continues to do Playground Checks.

13. Any Other Business

Thames Water account has now moved to Castle Water. No change, other than bill coming from different company.

14. Next Meeting

The next meeting will be on Monday 6th March at the Pavilion at 7:30pm.

Remaining meeting dates for the rest of the year are:

Monday 3rd April

Monday 8th May

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		