

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?	NO	YES	YES	YES	NO	NO	YES

2020 Meeting Schedule

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
6 th done	4th	4th	1st	13 th AGM	3rd	1st	none	2nd	7th	4th	2nd

Approval of previous minutes

The previous minutes were agreed by all.

Health and Safety Issues

KR confirms that the playground has been checked and no issues.

Financial Matters

The proposed budget for 2020/21 financial year was agreed. Following last months utility bill discussion and we expect Gas looks being <£500 for previous 12 months and electricity <£350. This difference has come about since we were on estimated rather than remote readings – the remote gas reader wasn't doing much. The contract gets reviewed in August.

Current balance is: £27,779.82 at 10th Feb. Payments approved to be made:

- PAT testing £144

Paid in: £936 for Community Infrastructure Levy.
Meter Readings GAS 12443 Electricity: 59560

VAT return needs doing by end of February.

Administrative Matters

Tom and Emily Richards (our neighbours to the south) have agreed with us access through the rec for their builders started ~25 June and have completed the work. Jolyon has returned their cheque.

Reports from Clubs and other Rec Ground Users

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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.

Astonbury

Astonbury is being considered for 6th June this year. ARC will return in March with a formal request. There is a home cricket match on the 7th which will start at 1400.

Maintenance

PAT testing is due end of November – Done

The 10year building electrical check is also due: Action Joanna Hart. - arranged for March.

The builders are currently fixing The paving slabs on either side of the pavillion and the steps to the front. The banisters and ballustrades on the steps on all sides of the verandah that are not underneath the roof are being replaced with steel equivalents. They may also address the The club room light emergency light and another in the attic.

Spring Tidy-Up Day Plan

Outdoor notice board. We will mount it under the verandah, north end. Agreed budget of up £300 incl. VAT. Action: KR.

Indoor notice to be mounted in the entrane corridor. Will have the hiring terms and building use instructions on it incl. Fire exits being opened and clear whilst using the building, which we'll review on the day. Action KR.

Baby chajnging unit. Upto £300. inc VAT. Action: JW

Insectocutor in the loft. JT to check with Serian. We have spent 2x £75 on wasp removal in the last 2 years. Upto to £100 was agreed

Development plans – Swings

Kirsty is applying for the grant for the swings and the cabin climber and zipwire repair as a separate project. It is clearly in hand – we expect to find out whether the 2x grant applications were successful shortly. The general election has delayed things. We have a verbal indication of £1200 grant from SODC but no confirmation.

We agreed to proceed and order the swings (and zipwire repair) from Fawns:

Swings: £8137.67

Cabin climber: £6211.90

Overhead: £1910.00

Total: £16,259.57 ex VAT

Due to concerns about the level of the balance sheet we propose to proceed only with the swings replacement and not the cabin climber thereby saving £6211. (ex VAT).

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Monthly Tasks / Jobs Calendar

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Any Other Business

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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		