

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	NO	YES	NO	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
						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 new swings and equipment are currently being installed. Fawns will send us a compliance statement for the new and repaired items and then we are due a RoSPA check late July/August for the whole recreation ground.

Prior to re-opening we also need to follow the Covid-19 guidance recently received via the parish council via email from OALC <info@oalc.org.uk>, i.e. signage and risk assessment.

Action: Kirsty

The electrical repairs have now been completed. Thank you to Joanna Hart for arranging this.

Financial Matters

Current balance is: £12,524.15 at 1st July.

Including payments:

- Matt Williams £209.88 materials for fencing around gate
- Fawns (playground) £6,779.98
- Grundon bins £53.33
- MC Electrical – lights and fittings £824.40
- Castle Water £17.77

Paid in: None

Approved at the meeting:

- Jeremy Imbush expenses for maintenance work £506.20
- Fawns final payment £3,926.66 within 30days of completion of work – preferably a satisfactory RoSPA report.

Meter Readings 06/07/20: GAS 12690 Electricity: 60652

These readings have been submitted.

Administrative Matters

Wood pile with nails and screws – it was agreed to cordon off this area and put up some signage to deter people from dumping wood and playing on this area.

Action Jolyon

Tree planting. Justin Keeble and the PC wish to plant 800 trees in the villages of which some may be at the rec. There are 3 areas where planting would be possible: North West edge, from pavillion to the the kissing gate, south west either side of the road entrance and the southern edge between the cricket net and the zip wire. ARC has agreed to these locations and further advice is awaited from the PC.

Action: Jolyon and Nigel to liase with Justin.

Reports from Clubs and other Rec Ground Users

Cricket match vs Blewbury on Sunday. It was agreed that the outdoor space could be used for the cricket match following ECB guidance on covid-19.

Action: Jolyon to talk to cricket club.

Fundraising and Social

Bonfire Night

Continue to look for team to manage the 2020 bonfire event. Jenny Holt as indicated that she is willing to organise the event this year, if we are able to hold it due to covid-19. She will not be able to be present on the night.

We need to put some kind of plan together to consider when we may need to commit money to put the event on.

Action: Jo Walshe to introduce Jenny to Albie for handover.

Date: 7th November was agreed to be the only feasible date. (31st = Halloween, 14th too late)

Safari Supper (no discussion)

We should consider if a socially distanced event is plausible, particularly since bonfire is unlikely to raise the usual amount of funds.

Action: Jo Walshe to talk to Laura Haigh.

Maintenance

The new metal ballustrades will need painting to match the existing oak ones at some point. There is also the baby changing unit to be fitted. JT to ask Matt if he'd like to make these happen.

Energy Supplier. Our energy contract with SSE expires at the end of August. We reviewed several quotes and have chosen a fixed renewable option from SSE.

Action: Jo Walshe

Noticeboards – on hold until covid-19 chaos is over.

Gas servicing – Jolyon to confirm with Jeremy who is our gas maintenance supplier.

Autumn tidy-up day. Since the March one was cancelled it was agreed to hold a tidy-up in September. Action: Jolyon

Development plans – Swings

Swings – its all happening! Thanks Kirsty!

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Monthly Tasks / Jobs Calendar

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Any Other Business

Picnic Benches

Guy Liverton has offered to donate two movable used picnic benches which he will refurbish. We agreed to accept this provided that they are safe to use. It has been confirmed that they are substantial and in good condition.

Action: Jo Walshe to liase with Guy.

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		