

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	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
						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 Pavillion is not to be used until the electrical repairs (detailed below) have been completed, which is scheduled for 3rd and 4th June.

“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Also I noticed which is not part of the test report requirements that all the smoke detectors are out of date and need replacing.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.”

The central heating boiler, the Ideal Icos HE15, is now working. All it needed was a replacement PCB (printed circuit board), so that has saved £2,500 for a new boiler.

The hot water boiler which was repaired before lockdown is working too.

Financial Matters

Current balance is: £20,409.51 at 1st June. Including payments:

- Grundon for bins £43.80
- Castle Water £17.77
- Southern electric £127.86
- SWALEC Gas £351.87

Paid in:

- South Oxon grant for playground equipment £600.00
- VAT reclaim from PC £1,966.11

Payments approved:

£209.88 for materials for the replacement of fencing around the gate
£336.88 to Jeremy Imbush for a variety of maintenance expenses.

Meter Readings 01/06/20 : GAS 12653 Electricity: 60381

These readings have been submitted.

Administrative Matters

-

Reports from Clubs and other Rec Ground Users

-

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.

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

Safari Supper (no discussion)

Maintenance

The new metal ballustrades will need painting to match the existing oak ones at some point. JT to ask Matt if he'd like to make this happen.

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

Development plans – Swings

Swings – Fawns have acknowledged our deposit as expected. Scheduled for installation commencing on 29th June. Kirsty to discuss with Tom Coates regarding strimming and send Jo Walsh as copy of the acknowledgment.

--

Monthly Tasks / Jobs Calendar

--

Any Other Business

Trees

We have been asked by the PC: "Would ARC consider planting a number of trees at the recreation ground as part of the PC effort to plant a number of trees. The cost of trees will be covered by the PC."

It was agreed that ARC is supportive in principle; it will be improve the quality of the area for the users (at the moment its a barren field) and the maintenance overhead will be small. We should also support the planting of trees in line with addressing climate change. A plan for planting (i.e. where will they go) and putting them

into the ground will be needed. The Astons Environment group are also involved (Louise Binder & Anna Dillon). Justin Keeble is the driver for this on PC. Action: Jolyon to coordinate.

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. Action: Jo Walshe to liase with Guy.

Large Football Nets

The village youth have actively requested the replacement of one of the large football nets. It was agreed that it was worth risking the replacement. We could use tougher cable ties this time. Check with Jeremy to see if we have bought replacements. Action: Rory Tidmarsh

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		