

## 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

## 2020 Meeting Schedule

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

## Approval of previous minutes

The previous minutes were agreed by all.

## Health and Safety Issues

The boiler service is outstanding. Jeremy is looking for a suitably qualified and competent heating engineer who can do this. The fault may simply be a PCB in the water heater or could be considerably more complicated and expensive. Thames Valley Boilercare may be a good alternative.

Action: Jo Walshe to get Jeremy to contact TVB to see if they think they can manage it.

## Financial Matters

Current balance is: £26,823.71 at 2<sup>nd</sup> March. Payments approved to be made:

- Group GA, for lighting repairs £482.98
- Jo Walshe for Baby Changing unit £222.29
- Lee Webb plumbing for changing the control timer £177.60

Paid in:

Meter Readings GAS 12443 Electricity: 59560

VAT return has been done. We expect to receive £1,838.49.

## Administrative Matters

-

## Reports from Clubs and other Rec Ground Users

Jermain Webster has followed up on previous enquiries to found a Girls only football team:

“I am in the process of potentially starting a girls only football club and want to discuss using Aston as a base for this. I have measured the field and could get 2x5 asides, 1 x 7aside and 1x 9/11 aside pitches on the field. The though is that the club would be Aston (something) Girls Football club.

Please let me know if this is a possibility before I proceed with my application to the FA and whether you would be free to meet to discuss further?”

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

It was agreed that Astonbury should take place on the 6<sup>th</sup> June. The cricket club are well aware of the potential home game clash on the 7<sup>th</sup> and we have no other booking. Amberley is checking that the event cancellation policy will cover coronavirus.

## Maintenance

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 changing unit bought and here.

Insectocutor in the loft. JT discussed with Seirian and she didn't think it would function well and offered to check for nests early in the year. We won't pursue the insectocutor.

Replacement of post and rail fence adjacent to gate + refurb of the court shelter will cost c. £300 (inc VAT) for materials. Matt Williams is coordinating this. It was agreed to action this.

## Development plans – Swings

Since the previous meeting Kirsty has since negotiated a discount to £14,000 plus a contingency of £1,000 for making good, and we've received a £600 grant. Since the previous meeting the swings and cabin climber have been discussed at PC on 17<sup>th</sup> Feb who were keen to support all items. "The PC keen for ARC to go ahead with the swings project including the cabin climber. The PC notes that ARC's finances will be tight post this work and accepts that in the even that ARC's balance sheet is stressed, the PC agreed to support".

We agreed to proceed and order the swings and cabin climber. The first invoice payment (75% deposit) will have to wait until the new tax year in April.

--

## 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		