

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
							none	7th	5th	2nd	7th

Approval of previous minutes and minutes of special meeting

The previous minutes from July's regular meeting were agreed by all.

Special ARC meeting 18th August.

Nigel Hawkey, Jolyon Tidmarsh, Jo Walshe, Joanna Hart

Playground

RoSPA checks happened 7th and 8th August. No serious issues that require attention now.

The risk assessment was reviewed and the colourful sign adjusted to ensure it covered the covid mitigations so that the playground is now ready to be opened.

Bonfire

Agreed that we would not progress any plans for bonfire night since we're not expecting to be able to go ahead. As an alternative we could do a 10k run... but we can't have groups of more than 30 people so this was discounted.

Health and Safety Issues

The new swings and equipment now installed. Fawns have sent us a compliance statement for the new and repaired items.

The RoSPA report has been reviewed. There were no red warnings and the amber warnings do not require immediate attention.

Kirsty reports that the equipment is in good order.

Financial Matters

Current balance is: £11,712.72 at 1st September 2020. (£7,417.62 on 7th Sept after final Fawn's payment)

Including payments:

- Jeremy Imbush - maintenance £506.20
- Grundon bins £43.88
- Castle Water £17.77
- Southern Electric £134.80
- Gas £30.47
- Grundon Water £17.77

Paid in: None

It was approved: Playsafety RoSPA playground check £278.40

Rustic Management £90.00

Meter Readings at 7th Sept (end of June) : GAS 12783 (12690) Electricity: 61255 (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. This has now been done - many thanks to Jeremy for doing this.

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. JT has discussed this with Justin – need to find someone to take responsibility for the planting plan. Action: Justin Keeble to help ARC find a suitable candidate to lead this project.

Grundon. Agreed to see if we can reduce the £50/month expense of emptying the bins. Can we suspend the contract? Action: Jo Walshe

Reports from Clubs and other Rec Ground Users

Cricket match is back on and they are managing their Covid compliance.

Fundraising and Social

Bonfire Night - cancelled

Safari Supper - cancelled

Maintenance

There are a variety of small jobs that arise from time-to-time and it would be great to have someone on ARC who can arrange for them to be addressed in a timely fashion. For example, at the moment there are the following:

- The new metal ballustrades will need painting to match the existing oak ones at some point.
- There are some issues with the ballustrades that need consideration and review.
- Baby changing unit to be fitted.
- External noticeboard (not needed now, but an example).
- Arrange Repair of the picket fence in the playground
- Arrange commercial boiler servicing and maintenance

Action: Kirsty to consider best way of finding resource.

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 has actioned this. Done!

Autumn tidy-up day. Since the March one was cancelled it was agreed to hold a tidy-up in September. Cancelled again, due to Covid. Hopefully we can do one next spring.

Development plans – Swings

Swings – Done :-) 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		