

Playing Field Management Committee

Minutes of a Meeting held in The Pearce Suite, Trull Memorial Hall,
on Monday 2nd July 2018.

Present: Mr A Kent, Mr B Pretty, Mrs S Khattab, Mrs A Clark, Mrs A Waylett Mr D Vesty, Mrs L Brierley. There was one member of the public present.

In attendance: Mrs B Howat - Clerk

31/18 **Apologies for Absence**

Ms T Dean, Mrs J Wooldridge, Mrs J Davenport
Mr M Hughes and Mrs D Johnson had both resigned from Trull Parish Council and were no longer members of the PFMC.

32/18 **Minutes of the Meeting held on 11th April 2018**

Minutes of the meeting held on 11th April 2018 were agreed and signed by the Chairman subject to the follow change:
The minutes should have recorded that Mrs L Brierley was in attendance.

33/18 **Update on continuing issues/initiatives**

Mrs S Khattab had been appointed as Pavilion Manager following a resolution by the Board of Trustees of the KGV Playing Filed.

The quotation for fencing at the bottom of the playing field did not include a spring latch on the gate. The Clerk could therefore pay the invoice as presented.

A letter had been received from a bowls club in Blagdon Retirement Village offering to be involved in any planning for the proposed bowls pitch on the KGV Field.

A hot air balloon had made an unscheduled landing on the KGV field. The company had since suggested they might like to take off from the field on occasion. The Clerk advised that they would need to request this in writing with full details of the flight times, associated vehicles and costs before any consideration could be given.

34/18 **Anti-Social Behaviour**

Several reports of anti-social behaviour on the KGV Field had been received. The roundabout had been roped off for repair but the ropes were taken down twice and the broken bar snapped off completely. It was awaiting repair.

The gate at the bottom of the field was left unlocked after Trull School sports day. The padlock had subsequently gone missing. Mr Pretty secured the gate and found the missing pieces of lock. It was suggested that a new lock was obtained and the keys kept only by named councillors in order to prevent a further security risk.

Mr Kent said the anti-social behaviour whilst disappointing was no worse than in other areas.

Resolved: To change the lock on the bottom gate and control use of the keys which would be kept by Mr Pretty, Mrs Wooldridge and the Clerk.

- 35/18 **Play equipment maintenance and safety surfacing**
The annual inspection report had been received. The main risk identified was the safety surfacing which was very worn in several places. Mr Pretty suggested that the best replacement would be a rubberised surface similar to that at the roundabout. He would ask GB Sport and Leisure for their opinion when they come to install the kick wall. The Clerk suggested that a member of the Somerset Playing Field Association might also be able to visit and give advice.
Resolved: To obtain costs for rubber safety surfacing with a view to putting the request to Trull Parish Council at the next opportunity.
- 36/18 **Repairs to the dragon**
Mr Pretty had noticed that the dragon donated to the Parish by West Of England Developments Ltd was in need of a makeover. He suggested that it may need sanding and repainting.
Resolved: To put a notice in the parish magazine and newsletter asking if anyone had the skills and could volunteer to repaint the dragon.
- 37/18 **Wall lights**
Mr Vesty had been researching the options for wall lights in the Pavilion as requested by Mrs Davenport. He thought the most suitable and cost efficient may be LED Robus lights which were small but robust. The downside being that the bulb cannot be replaced and a new light would need to be purchased instead. There were alternatives but they are bigger and less robust. Mrs Khattab suggested that the options should be discussed with Mrs Davenport who was absent from the meeting.
Resolved: To give delegated authority to Mr Vesty and Mrs Clark to check with Mrs Davenport and choose up to eight lights to a maximum cost of £800 to include fitting by Mountstephens Electrical.
- 38/18 **Pavilion Keys**
The Pavilion had been in the ownership of Trull Parish Council since 2014 and during that time the number of keys and alarm tags given out had reached the maximum of 30. There had been a request for more keys and tags to be issued but the Pavilion Manager and the Clerk were concerned that not all existing keys were accounted for which posed a security risk that could invalidate the insurance. Coomber Security Systems had suggested that all the keys and tags were collected in and reprogrammed with two new masters assigned to the Manager and Clerk.
Resolved: To ask Coomber Security Systems Ltd to reprogram the alarm tag system during a week in late July/early August when the Pavilion was not in use. The Manager would request that all keys and tags are returned to be reprogrammed and reallocated.
- 39/18 **Pavilion Cleaning**
The Pavilion Manager was growing concerned at the cleanliness of the Pavilion. The cleaners were currently contracted to come in for an hour each Monday but the premises were often not fit for hiring at weekends despite regular users being asked to leave them clean and tidy. The manager sometimes asked the cleaners to come in at weekends but it was not always possible.
Resolved: Mrs Khattab would keep an eye on the situation over the summer and log any issues.
- 40/18 **Pavilion Fees**
Hirer fees had been set when the Pavilion was first taken on by Trull Parish Council in 2014 and had not been changed since although it was noted that there had been a slight increase in fees for the Memorial Hall. It was suggested that the fees should be brought in line with those elsewhere in the village.
Resolved: To implement a slight increase in hourly hires fees from September 2018 t
Casual hire - £16, regular hire - £12, affiliated hire - £6, Adventure Babies hire - £8

41/18 **Pavilion users' requests and issues.**

Mr Vesty asked when the door handles to the storeroom and storage area would be fixed as discussed previously. The Clerk had given Blue Wave instructions to carry out a list of work and would remind them.

The light switch just inside the door to the main hall was coming away from the wall and could pose a health and safety risk. The Pavilion Manager would be able to authorise the work as a matter of urgency under the terms of her appointment.

Mr Vesty asked if the Scouts could put up a curtain rail in the chair store to screen the barrels which had been put back with the permission of the Pavilion Manager.

Resolved:

1) The Pavilion Manager would arrange for the light switch to be fixed as soon as possible by Mountstephens Electrical.

2) To approve fixing a curtain support to the shower room in the Chair store.

43/18 **Play Equipment**

Mr Pretty gave a brief update on the status of play equipment repairs and installations. He was still waiting for Proludic to come and repair the zip wire. The roundabout was being repaired by Owl Garage. The kick wall was being installed in the week commencing 23 July. Letters would be sent to house owners at the bottom of the KGV detailing access requirements.

44/18 **PFMC accounts**

The clerk presented a report of the accounts up to 30 June.

The Chairman closed the Meeting at 8.53 pm.

Signed..... Chairman of the Playing Field
Management Committee

Date.....