

# **Playing Field Management Committee**

Minutes of a Meeting held in The Geoff Hewett Pavilion, Trull,  
on Wednesday 10<sup>th</sup> May 2017.

Present: Ms T Dean (Chair), Mrs J Wooldridge, Mr M Hughes, Mrs L Brierley, Mr B Pretty, Mr A Kent together with 3 members of the public.

In attendance: Mrs B Howat - Clerk

1/17 **Apologies for Absence**

Mrs D Johnson.

2/17 **Minutes of the Meeting held on 16<sup>th</sup> November 2016**

Minutes of the meeting held on 16<sup>th</sup> November 2016 were agreed and signed by the Chairman.

3/17 **Request for an outside tap**

Trull School had begun preparing their outdoor education area on land leased behind the Pavilion. They had requested permission to install an external tap with a water meter on the wall outside the kitchen, and to attach two water butts with associated pipework to the existing downpipe. The School would pay for the parts and fitting, and for the water as used. Mr Hughes said they were proposing to have the tap installed by Otter Plumbing and Heating who had carried out the original plumbing in the building.

**Resolved:**

- 1) To give permission to Trull School to install an outside tap with water meter.
- 2) To give permission to Trull School to attach two water butts to the existing downpipe.

4/17 **Request to remove wooden fencing**

Trull School had installed security fencing around the perimeter of the land being leased behind the Pavilion. However, the existing post and rail fencing was now compromising security as it could be used to help people climb over.

The School had requested permission to remove the fencing.

**Resolved:**

- 1) To give permission for the fencing to be removed on condition that any parts in good condition are given to the Parish Council for use elsewhere.
- 2) In the event of the lease being terminated the post and rail fencing is reinstated at their own cost.

5/17 **Request to start work on the shelter**

Trull Parish Council had been successful in securing a grant for up to £6,500 towards the cost of a shelter on the KGV field, with the balance budgeted to come from CIL funds. The Clerk had sought quotes from three local traders but there were unwilling to take the project on due to concerns about specification and compliance. The manufacturer of the preferred "spider" design had provided a detailed quotation of £13,000 plus Vat however this did not cover the groundwork and foundations. One quotation of £2,000 had already been received for these works from Town and Country Landscaping Ltd. Two more quotations would be sought. It was suggested that a litter bin would also be needed next to the shelter.

**Resolved:**

- 1) To recommend that Trull Parish Council commission the “spider” in Douglas Fir form Handspring Designs Ltd at a cost of £13,000 plus VAT.
- 2) To ask that Trull Parish Council pays the balance of the cost of £6,500, plus up to £2,000 for the groundworks.
- 3) To buy a bin to be positioned adjacent to the shelter using KGV funds.

6/17

**Purchase of toddler equipment.**

The Playing Field Working Group had considered a range of options and six quotes for play equipment to suit the 0-8 year age range. Following detailed consideration they recommended that a square fort linked to a triangular pyramid with net and slide would cater for the most users and represent best value for money. The equipment could be provided and installed by Big Wood Play Systems for a total cost of £9,750. The Working Group had also identified the need for two smaller pieces of play equipment for 0-8 year-olds – a rocker and a disk roundabout. The equipment would be provided by Sutcliffe Play, with installation costs and additional grass matting to be met by the Parish Council, bringing the total cost to £3,000.

Trull Parish Council had set aside £15,000 for play equipment in its budget, with £10,000 of that figure specifically for toddler equipment. Mr Kent asked for warranties to be provided and checked with any equipment ordered.

**Resolved:**

- 1) To commission the large toddler equipment from Big Wood Play Systems at a cost of £9,750 using the £10,000 set aside for toddler equipment by Trull Parish Council, and to position it in the location agreed on the previously approved plans.
- 2) To ask Trull Parish Council for permission to use the remaining £250 set aside for toddler equipment and an extra £2,750 from the remaining £5,000 fund for play equipment to buy the two items from Sutcliffe Play, and cover installation costs and additional grass matting.

7/17

**Permission to paint the Pavilion interior**

The interior walls and woodwork through the main hall and other parts of the building were in need of repainting after almost three years of use. An initial quote for the work had been received for £1,200. Two further quotes would need to be found. Mr Pretty said he would be willing to paint the Pavilion to the same specification for no fee just the cost of materials.

**Resolved:**

- 1) To approve spending up to £1,400 from KGV funds for decorating the inside of the Pavilion.
- 2) To seek two more quotes for repainting the inside to the Pavilion and to consider all three quotes as well as the offer from Mr Pretty, with the decision delegated to the Chairman and Mr Hughes.

8/17

**Applications for grant funding**

The Chairman was seeking permission for the PFMC to start applying for grants to provide outdoor gym equipment and a table tennis table. It was proposed that grants would be sought for the entire cost but if match funding was a requirement of any grant Trull Parish Council would be asked to take over.

**Resolved:** To begin applying for grants for outdoor gym equipment and a table tennis table.

9/17

**Co-option of youth and community representatives.**

Mr Pretty had suggested that members of the Explorer group based at the Pavilion should be invited to join the committee. The Clerk was unsure if there was an age limit for people to serve in local government and would check. In the meantime they could be invited to join the Playing Field Working Group where their perspective would be welcomed. The PFMC Terms of Reference did give the power for representatives of user groups and the local community to be co-opted in a non-voting capacity.

**Resolved:**

- 1) To invite two young people from the Explorer group to join the Playing Field Working Group.
- 2) To co-opt up to five representatives from user groups and the local community to the PFMC.

10/17 **Suggestions from Pavilion users**

Mrs Brierley had been told that the cleanliness of the building had been noticed. There were not enough tea spoons or small plates and the urn appeared to be faulty.

**Resolved:**

- 1) To buy more tea spoons and small plates using KGV funds.
- 2) To take the urn out of action for the time being.

11/17 **Accounts for 2016/17**

The accounts for the year ending 31<sup>st</sup> March 2017 showed a balance carried forward of £7,710.64. All funds to and from the Trull Parish Council account had now been settled.

**Resolved:** To approve the accounts for 2016/17 subject to –

- 1) An alteration to the year-end date on the summary page from 2016 to 2017
- 2) Moving the outdoor electric point from the maintenance to fittings column.

The Chairman closed the Meeting at 9.45 pm.

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

Date.....