

TRULL PARISH COUNCIL

A Meeting of the Playing Field Management Committee,
held in the Pearce Suite, Trull Memorial Hall,
on Friday 4th October 2019, commencing at 7.21pm.

(Minutes in the format to be presented at the next meeting for approval)

Present - Mrs A Clark (chair), Mr D Lindfield (vice-chair), Mr A Kent, Mr B Pretty, Mrs J Wooldridge, Ms T Dean, Mrs A Hudson

1 x members of the public

In attendance: Miss C Morrison-Jones – Clerk

24/19 Apologies of Absence.

Apologies of absence received from Mr D Vesty, Mrs A Waylett, Mrs S Khattab.

25/19 Declarations of interest

B Petty declared an interest in item 32/19 c.

26/19 To approve the minutes from 8th July 2019 and matters arising.

Resolved:

The minutes of the meeting held on 8th July 2019 were agreed as an accurate representation and signed by the Chairman.

27/19 Matters arising not covered by agenda items below

Pavilion cleaning: the carpet has been cleaned, but the deep clean and painting are not yet done.

28/19 To co-opt a new Member to the PFMC

The current Brownie leader is only in the role temporarily; if a new permanent leader is found then hopefully they could be co-opted onto the PFMC.

29/19 To receive Pavilion users reports and suggestions

i) A Clark reported that the hand-dryer in the ladies' toilet is still blowing cold. The clerk confirmed that Mountstevens electrical contractors have been requested to inspect it.

ii) There appears to be some confusion as to whether the Scouts are wishing to change their booking to Friday evenings, after the Beavers. However, the Bookings Secretary hasn't advised of any change requests. It was agreed to contact the Scouts advising them that they need to tell the PFMC if they need to change their requirements and request any changes be booked with the Bookings Secretary.

iii) It was noted that recently a Saturday morning booking was in the Pavilion on Friday evening setting up. This is not acceptable; setting up time needs to be part of the hire period.

iv) The Dragons only book the Pavilion for one hour but were there for over three hours last week. Hours booked for must be adhered to as it overlaps with other bookings and the associated cleaning schedule. Communication and courtesy are vital; bookings must cover all the time needed. It was also noted that the toilets are not left in an acceptable condition by the Dragons.

Resolved:

A Hudson to liaise with Bookings Secretary in regard to the booking issues raised

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v) The new cleaning list appears to be working well

30/19 Pavilion Bookings and Key Holders

- i) Only two party bookings have currently been taken for this month.
- ii) It was noted that it appears as if there has been some late night, unauthorised access; the committee requested the clerk to see if the alarm manual was with the information that she held in order that the alarm log could be viewed.

31/19 To approve the bank reconciliation, dated 31.8.19

Resolved:

To approve the bank reconciliation, dated 31st August 2019 showing a balance of £9191.98

32/19 Play equipment:

a) To consider the annual play equipment safety inspection

B Petty reported that the inspection had highlighted a few high importance issues, the majority which have been investigated.

The nuts on top of the carousel overhead rotator / twin fly are beginning to show some rust and B Petty has some concerns that the equipment is showing a different balance to previously- possibly an indicator of an issue with the bearings? A cost of £250 has been obtained to examine the equipment.

Resolved:

A Kent to examine the twin fly and, if he shares B Petty's concerns it was agreed to organise for it to be professionally examined.

b) To consider the safety surfaces under play equipment

B Petty noted that he was concerned for safety. All the pieces quoted for have, over the past three years, been recommended for replacement.

An anonymous donation has been received by the PC for use on 'the apple' so the cost of its re-installation will be met by the PC.

The surface that has been used previously is specific to Abacus so, in order to match what is already in place, they need to be the contractor of choice.

The PFMC does not have sufficient funds to enable all the surface quoted for to be installed now.

A Kent proposed that the twin fly and the toddler spinner were the most urgent items of equipment that required surfacing.

Resolved:

The PFMC to commission new surfaces for the twin fly and the toddler spinner (at a quoted cost of £4620, inc VAT).

The PFMC resolved not to approach the PC for further funding and to budget for further surface installation when funds are available

c) To consider the siting of the apple

An anonymous donation has been received by the PC of £500 to pay for the apple to be reinstated. A quote received for £350 +VAT from Abacus (VAT can be reclaimed by PC as funds have been deposited in their account).

B Petty declared an interest in this item as a close resident. Before he left the meeting, he raised his concerns if the apple is sited in alignment with the existing toddler equipment close to housing as the ball game is unpredictable and could cause damage to young children and property.

B Petty left the meeting at this point

Committee members discussed the implications of the new site of the apple and agreed that as it is primarily a ball game, it would be best sited in the area of the other ball games.

Resolved:

To site the apple in area B marked on the circulated map, with the exact placement to be defined by the working group.

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B Petty re-joined meeting at this point

d) To consider the siting of the toddler spinner

Resolved:

There is no need to re-site the toddler spinner

33/19 Proposed petanque area:

a) Revisit siting

T Dean has requested that the decision made at the July PFMC meeting was revisited in relation to the location of underground pipes.

Several members felt that as it was a ball game, it should be sited where agreed in July; near the other ball games.

Resolved:

To site where agreed at last meeting.

b) Consider quotations for construction and future maintenance costs

The PC has requested that PFMC indicates its preferred contractor.

T Dean reported that she still hadn't received a 3rd quote so PFMC will have to defer making a preferred choice of contractor to a later meeting.

Resolved:

To defer a decision on a preferred contractor to a later meeting.

34/19 To consider play equipment vandalism/maintenance.

The picnic bench was demolished but there has been little vandalism since. As it is heading into winter, things should be getting quieter.

35/19 To discuss fencing on the KGV field.

A Kent reported that he had gained two quotes; one for £1000 (no VAT) and one for £1700 (no VAT). The third contractor contacted (previously used by the PFMC had now stopped trading.

Resolved:

To proceed with the company that provided the £1000 quote. A Kent to organise the work to be done.

36/19 To discuss the offer of a donation of a tree

A request had been received to plant an 'in memorium' tree on the KGV field, meeting all costs involved incurred. Preference had been expressed for a walnut tree.

Resolved:

To delegate research on prices to A Hudson to report back, with a PFMC site meeting at a later date to agree where to plant. If a memorial plaque was required by the donor, it was agreed that as it was a very personal item, the donor should source and refer back to PFMC for design and wording approval.

37/19 To consider request by Taunton Youth FC Community Trust for use of fields for fitness training

It was agreed that there was a lot of pressure on the field with football training and this had an impact on maintenance costs. It was questioned if charging for use is allowable under the terms of the KGV constitution.

Resolved:

Taunton Youth FC Community Trust use for fitness training; to request further details from the club regarding anticipated frequency of use and their additional requirements eg, use of Pavilion for toilets and changing facilities

Staplegrave Adult Male Football Club; to refuse their request to host matches as there is not the facility for adult games.

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38/19 To consider request for permission to test paraglide wing on the playing field

A parishioner had written to the clerk for permission to open out and test his paragliding wing on the playing field

Resolved:

To grant permission on condition of the production of proof of their third party liability insurance

1 member of public left at this point

39/19 To consider Fire Extinguisher servicing

Coombers had provided a quote of £30 per year, for a three-year agreement, to service the fire extinguishers in the Pavilion.

Resolved:

To enter into the three-year agreement with Coomers

40/19 To consider the purchase of new internal tables for the Pavilion

Quotes had been circulated by D Vesty prior to the meeting but were higher than the amount allocated at the July meeting

Resolved:

To defer this item until D Vesty is present to indicate what items are a priority.

41/19 Confirm proposed 2020 PFMC meeting dates:

7.30pm. January 13th, April 8th, July 7th and October 7th 2020

Resolved:

Meetings dates agreed as above

42/19 Finances.**Payments**

To whom	reason	amount	Date paid
EDF	19.3-11.7	326.85	5.7.19
Parsons Landscape	Grass cutting June 2019	£726.72	15.7.19
B Petty	post	12	15.7.19
B Petty	Cleaning June /July	72	15.7.19
J Wooldridge	Padlock & keys	36.78	15.7.19
PJ Signs	4 x Signage	198	15.7.19
B Petty	Cleaning 19.7-9.8	54	19.8.19
Foxwell Window cleaning		50	20.8.19
GB Sport & Leisure	Kick wall repairs	300	30.8.19
EDF	2.7-1.8	88.42	30.8.19
SPFA	Equipment inspection	80	6.9.19
Parsons landscape	Grass cutting July	726.72	6.9.19
Parsons Landscapes	Grass cutting, August	726.48	6.9.19
Water2 business	2.2-20.8	111.27	6.9.19
B Petty	Cleaning & tea towels	64	16.9.19

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B Petty	Cleaning, cleaning supplies & play equipment maintenance	63.73	To pay 4.10.19
A Clark	Carpet cleaning	14.99	To pay 4.10.19
A Clark	Reimbursement - bench purchase	201.00	To pay 4.10.19

Receipts

8.6.19	FiT Payment	£633.99
Sept 2019	In Memorium Donations, Neil Grant	£303.28
Sept 2019	Donation as thanks for assistance with tree removal £30 (made payable to TPC)	£30
Rents:	July 2019	£345
	August 2019	£2,082.50
	September 2019	£2020

There being no further business, the meeting closed at 21.09

The next meeting of the PFMC is to be held on January 13th 2020, commencing at 7.30pm in the Pearce Suite, Trull Memorial Hall

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Chair

Date