

Minutes of the Frithelstcok Parish Playing Field Management Committee held on Thursday 11th August 2016 at The Old Baptist Chapel, Hele Lane, Frithelstockstone

PRESENT: Terry Warrington (Chairman), Mark Thomas, Mark Goldman (representing PC), Ian Brown, Eileen Brown, Sarah Hinsbey, Julian Carrington

1. Apologies

Martin Little

2. Minutes of the last meeting held on 6th June 2016

Agreed as a true record.

3. Matters arising not on the agenda

- (i) Entrance to Playing Field
It was still Terry's to make contact with the landowner with regard to finding ways to improve the area at the entrance to the field.
Action: Terry
- (ii) Meeting with Parish Clerk
Julian would be meeting the new clerk, Zena Tett, on Wednesday 17th August to discuss insurance for the Playing Field, ownership of the land, and the Lottery application.
Action: Julian
- (iii) Lottery application
After the Parish Clerk had completed the PC page of the application form, it would then need to be approved by the parish council prior to submission.
Action: Julian
- (iv) Signage to Playing Field
Sign awaiting erection.
Action: Terry

4. Follow-up to the Playing Field Inspection Report

Following the last meeting, some members of the committee had met on the field to inspect the equipment mentioned in the report and make arrangements for repairs, renewals etc. This was in hand.

The hole in the floor of the shelter was discussed and it was agreed to cover this quickly with a piece of plywood.

Action: Julian

5. Arrangements for Tractor Safari

- (i) Times: Gates open at 12 noon, first tractor ride at 1pm, close of event 5pm or thereabouts.
- (ii) Route – More or less the same as last time. **Ian co-ordinating** including cutting of undergrowth as required.
- (iii) Risk Assessment – Mark G has forwarded forms to Terry and Mark T. It was agreed to carry out a basic assessment but to stress in all event publicity and signage that participation was at people's own risk with parents responsible for their children. It was mentioned that tractor drivers should be given the mobile tel no's of Terry and Mark T.
Action: Ian, Terry, Mark T
- (iv) Bar and Licence – **Mel Goldman from the Village Hall Committee will co-ordinate** and supply float. Beer, wine and soft drinks to be served as last time, with £100 paid to the Village Hall from takings as a donation. Volunteers were needed to help run the bar. The cost of the licence would be met from Playing Field funds. The bar should be set up by 12.00 noon if possible ahead of first tractor rides at 1pm. Julian would liaise with Mel.
Action: Julian
- (v) Marquee – It was agreed to set this up in the field on **Thursday 25th August at 7pm** (depending on weather). Richard Joseph would be asked to send out an email alert to the Frithelstock mailing list calling for helpers.
Action: Julian
- (vi) Food – **Eileen co-ordinating** preparation of food (pork baps) for approx. 150. Volunteers needed to cook pork joints for the barbeque (so far Kim Warrington, Ann Carrington). Filled baps to be sold for about £3.50 - **Mark T to check pricing last time.** Ice-creams will be served alongside the barbeque and possibly on the course itself subject to help being available.
Action: Eileen with Sarah's help
- (vii) Tractors – **Ian co-ordinating.** Estimate 15-20 would be involved.
- (viii) Model animals – **Mark T co-ordinating.** With help from Terry with printing.
- (ix) Prizes for children for spotting animals
Action: Mark T and Sarah to get sweets
- (x) Insurance – No special insurance.
- (xi) Printing of flyers, posters, model animals etc – **Mark T co-ordinating.**
- (xii) Publicity – **Julian to liaise with Richard Joseph for website and Judith Seaman for Frithelstock Prior** but to check whether next issue would be published in time as copy deadline 16 Aug. **Mark T to send Julian flyer with all relevant info** to give to Richard / Judith. Julian also to contact Sylvia in charge of village hall board.
- (xiii) Entrance fees: £5 adults, £2 children, under 3s free.
Action – Mark T to sort out float

(xiv) Other attractions:

- Face painting - **Kim Warrington co-ordinating**
- Children's game - **Adrian Green co-ordinating**
- Raffle - **Action: Sarah to source tickets** - to be sold in aid of a local disabled child subject to the family's consent - **Action: Eileen to check with parents**

6. Any other business

- (i) Football nets – It was agreed that the cost of two new nets (£200) would be met from Playing Field funds. Mark T would confirm measurements to Terry who will place order. This will make a positive good-news story for local media in due course.
- (ii) Strimming – Stuart has presented invoices for strimming. It was agreed that Mark T should settle them from funds asap. **Action: Mark T**
- (iii) Container for field – Adrian Green from the Village Hall Committee has offered to donate a storage facility for the field, more like a hut than a container, to be located where the recycling box used to be.

JC/13 August 2016

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