

**Draft Minutes of Meeting of the Salhouse Playing Field Committee
Held on 26th September 2011 at the Jubilee Hall Office, 7.30p.m.**

1. **PRESENT:** Councillors J Rose, K Robbins, R Cooper, P Jefford and S Simpson
Also present: Cllr S Piper.

2. **APOLOGIES:** I. Woolner, Salhouse Rovers Football Club

3. **DECLARATION OF INTEREST:**

Cllrs R Cooper and P Jefford – Salhouse United Charities

4. **CHAIRMAN'S REPORT**

Welcome to everyone here.

We have quite a few matters to discuss this evening. Hopefully the quotes will have been received relating to refurbishment of the toilets. Also that there will be some money for this work!

We will also need to discuss the Football Club rent and Paul Green's contract.

We have not had a chance this month to discuss the basketball hoop but perhaps we will get time this evening for discussion.

I can report that Rodney Mitchell has erected wooden posts in the 'additional entrance' made in the hedge on Thieves Lane. Unfortunately there are still at least another two holes made by persons unknown who cannot manage to access the two proper entrances.

There does seem a continuing volume of work for us on the Playing Field Committee so we must try to get through as much as possible for as long as we have the funds.

Thank you all for coming.

5. **PUBLIC PARTICIPATION** - None

6. **MINUTES OF THE LAST MEETING**

Comments were made re Clerk's numbering of the paragraphs, particularly Chair Report – it was felt unnecessary to break this into sections.
Minutes proposed by Cllr Robbins and Seconded by Cllr Jefford

7. **CLERK'S REPORT**

It was felt the Agenda should be headings only and any comments from the Clerk should be emailed to the Chairman prior to the meeting and a 'Matters Arising' put on the Agenda monthly in place of 'Clerk's Report'.

8. MATTERS ARISING (from last Minutes)

10.3 Cllr Jefford is obtaining a price for approximately 100 metres of chestnut paling fencing to erect on the playing field side of Thieves Lane hedge.

9. TOILETS

2 quotes have been received as follows:

C & N Construction	£4,345.00
KSC	£2,995.60
Plus extra for flooring	

Cllr Jefford suggested scrapping present toilets and looking for grants to build new toilets. Cllr Rose suggested working party from the Parish Council to clean the inside of the toilet building. Prior to this, the basic necessary repairs to be carried out:

- (a) Fixing loose toilet in Ladies
- (b) Fixing cistern in Gents
- (c) Repair lights

Also suggested safety check of lights and fuses by a qualified electrician. Cllr Jefford to contact electrician.

Cllr Rose to contact KSC to provide a quote for (a) and (b).

10. ROSPA REPORT

Chairman still awaiting information from the Clerk in reply to her email of 4th September before Playing Field Committee being able to decide whether or not a letter should be sent to RoSPA.

Recognised contractors have to do this work on play area to be covered.

Remedial works to Tower, eg new hand rail on platform, replacement rope. A quotation for this work has been received from Adventure Playground Ltd in the sum of £845.

The committee agreed the tower needed to be kept as it was well used. It was also agreed this work should go ahead and possibly paid out of the playing field account.

11. TREE PLANTING ON RECREATION GROUND

No action to be taken at the present time.

12. NOTICE BOARDS

The Parish Council agreed to install a new notice board at the Post Office and the existing notice board removed from the playing field to be repaired and modified and then installed back at the playing field. Mr Mitchell was asked to repair existing notice board and has accepted the work.

13. PLAYING FIELD COMMITTEE – The Way Forward

Cllr JeffordP asked the committee ‘what are we here for’ – we have to decide on our responsibilities as a committee.

Discussion ensued and it was considered that the Playing Field Committee should have a dedicated annual budget. This budget to include hedge cutting, grass cutting, Paul Green’s contract relating to Playing Field only, maintenance of toilets, RoSPA inspections, remedial work and any repairs in general, project work and a contingency fund, car park maintenance, football club contract.

The committee will be preparing this budget at a Working Party meeting to hopefully present this to the November Parish Council meeting.

14. CAR PARK

The Clerk had requested permission to contact Walker Construction and liaise with the Committee for site visit. This was agreed.

Quote still not received from J S Asphalt.

15. BASKETBALL HOOP/FOOTBALL WALL

It was decided to leave this until Spring 2012 and see how much money is available.

16. MOLES

Problem with moles on field have not worsened considerably. Clerk to check the name of the firm who last carried out some work in case this problem worsens.

17. BALANCE OF PLAYING FIELD ACCOUNT

The Clerk advised that the account stands at £3,208.54 as at 9th August 2011.

18. DATE OF NEXT MEETING.

The date of the next meeting will be 31st October 2011.

There being no other business the Chairman thanked all for coming and closed the meeting at 8.45p.m.