

# LODDON AND CHEDGRAVE PLAYING FIELD COMMITTEE

Minutes of the Meeting of Loddon & Chedgrave Playing Field Committee held on Monday 12<sup>th</sup> December 2016 in the Library Annexe

<b>Present</b>	Jackie Bircham	<b>JB</b>	Chedgrave
	Colin Gould	<b>CG</b>	Chedgrave (Chairman)
	Gary Knights	<b>GK</b>	Loddon (observer)
	Sheila Jay	<b>SJ</b>	Chedgrave (tennis)
	Ray Lumley	<b>RL</b>	Loddon
	Margaret Wallace	<b>MW</b>	Loddon
	Miles Wilson	<b>MWi</b>	Loddon (football)

<b>In attendance</b>	Howard Keeling	<b>HK</b>	Treasurer
	Anne Panella	<b>AP</b>	Secretary

## **Welcome and Apologies for Absence**

- 1 The Chairman welcomed all to the meeting.
- 2 Apologies were received from C Cregan and T Baylis

## **APPOINTMENT OF SECRETARY**

- 3 Following the resignation of C Smith earlier in the year it was proposed that Anne Panella be appointed as Secretary.

**Resolved:** to appoint AP as Secretary with immediate effect. Proposed by CG, seconded by JB. All in agreement

## **MINUTES OF THE MEETING HELD ON 6<sup>TH</sup> JUNE 2016**

- 4 The Minutes of the previous meeting were presented

**Resolved** to approve the Minutes of the meeting on 6<sup>th</sup> June as an accurate record. Proposed by JB, seconded by RL. All in agreement.

## **MATTERS ARISING**

- 5 Netball Courts: The individual who took responsibility for this initiative has left the area and, therefore, the project is currently 'on hold'.

## **ANNUAL ACCOUNTS 2016/16**

- 6 It was confirmed that the PFC has two bank accounts, one current, one savings. Balance of each: Current: £10,075.13, Savings: £10,414.48
- 7 The list of payments and receipts were presented and appear as correct. A query was raised as to why there does not appear to be a payment from Loddon Parish Council to the PFC during 2016/17. It was noted that payments from Chedgrave are up to date. Contributions are split according to the population of the two villages: Loddon pay two-thirds of the total annual running costs, Chedgrave one-third.
- 8 Bank Signatories: agreed that GK to be removed as signatory and no longer a member of the committee.

**Resolved:** to carry forward the 2015/16 accounts

## **BUDGET 2017/18**

9 Current Contracts: AP and HK have met recently with South Norfolk Council to discuss the next three-year grass cutting contract for all areas that are maintained by Loddon Parish Council. The new Agreement will be issued shortly for consideration with itemized expenditure enabling the Playing Fields element to be allocated to the PFC. Currently the Football Club members are carrying out significant amounts of work to the pitch yet also being requested to contribute towards the grass cutting contract.

10 Grass cutting contract: to invite local businesses to tender for all or part of the grass cutting within the village **HK**

11 Tennis Courts: agreed that removal of leaves from the tennis courts should, if possible, be incorporated into the new contract.

12 It was confirmed that future agendas will incorporate up-to-date financial accounts together with detail on invoices to be paid to ensure transparency and the ability to monitor contracts to confirm value for money is obtained.

**Resolved:** that each organization will continue to make the same level of contribution to running costs for 2017/18. Proposed by JB, seconded by CG. All in agreement.

## **TENNIS COURTS**

13 The courts are becoming covered in moss and lichen; removal by specialist company for both courts will cost a total £1,138.60 plus VAT. Agreed the work is required; AP to liaise with Anglia Surface Care with regard to implementation of works. **AP**

**Resolved:** to carry out the moss and lichen removal from the tennis courts at the cost above. Proposed CG, seconded MW. All in agreement.

14 *Subsequent to the meeting it was agreed with the contractor to carry out work from early March when temperatures start to rise. The work will not affect the court line markings and repainting of these is not included in the contract and would be an additional cost if required.*

15 Padlock to courts: yet again an individual has changed the combination on the lock thereby preventing anyone from using the courts. Agreed to fit one more lock, with keys, and these to be issued to regular paid-up players. The situation to be monitored.

16 Meters for floodlights: it was noted that the system for obtaining the light tokens for the floodlights is causing inconvenience to some users as they are required to visit the Jubilee Hall during opening times solely to purchase a light token. It was suggested the hourly rate be increased to include an element of the cost for use of the floodlights, payable by all users. AP/HK speak with Jubilee Hall to gain views of this proposal. **HK/AP**

17 Income: a more formal process is required whereby the Jubilee Hall inform the PFC, for example each quarter, of the amount of funds received for the use **HK**

of the tennis courts.

- 18 It was suggested that the tennis courts could become a full community asset and be available to everyone without charge but this requires further discussion/consultation.

**TO RECEIVE REPORTS FROM SPORTS CLUBS**

- 19 Football: Reference was again made to the level of contribution from the football club (see Minute 8) with comparison data from other local clubs where financial contribution is less.

- 20 Broadweed is evident within the pitch and will require specialized removal. A figure of £1,300 was suggested but the football club offered to provide formal quotes for consideration by the committee.

**ANY OTHER URGENT BUSINESS**

- 21 Football pitch: the club will continue with the practice of re-seeding areas of the pitch: goal mouths, centre, touchlines etc.

- 22 All Weather Pitch: suggested to investigate the possibility of providing such a facility within Loddon.

- 23 Bookings of Playing Fields for 2017: 25<sup>th</sup> June booked for the Scarecrow Festival; 20<sup>th</sup> May booked for fund raising event, possible Dog Show and stalls.

**DATE OF NEXT MEETING**

- 24 Monday 13<sup>th</sup> February 2017 (changed from 6<sup>th</sup> February) at 7.00pm in the Library Annexe.

The meeting closed at 8.30 pm