

BURTON ON THE WOLDS PLAYING FIELD ASSOCIATION

Minutes for meeting Monday 19th July 2021

Present: Helen Monk, Pam and Peter Harrison, Brian Bunn and Cath Thomson

Apologies: Mike Orton, Pamela Parkin, Tony Sparano, Carol Allenby, Richard Thomas and Robert Shields

1. Agree minutes of previous Zoom meeting on 17th May 2021, this item was left to the next meeting

2. Minutes from Zoom meetings prior to 17th May that were previously accepted, will be signed by the Chairman before the next meeting.

3. The Chairman sent a message of condolence to Rachael Saunder's family and the following tribute.

I know that you are all aware of the very sad news of the death of Rachael Saunders at the end of May and I would like to record on behalf of the Burton PFA Trustees and committee our sympathy to Rachael's family.

Rachael was our honorary secretary for at least 35 years up until 2020 and also a trustee for an even longer period when she became involved shortly after the purchase of the field in 1970. Her minute books from pre-computer times are a delight to read, beautifully presented in long-hand, concise and clear. For a while in the 80s the minutes were typed but she moved with the times and before long was using a PC.

She was much more than a clerk to the PFA, she was a driving force within the committee of Trustees. Very much a team player, with her knowledge, experience and sound counsel, she was highly regarded and her opinion valued.

Rachael has been involved with just about every fundraising event the PFA have held, from village fetes, barn dances, 'galloping gourmet feasts', murder mystery nights, Old time Music hall to more recently a Ukelele concert, and many others. She could also always be relied upon to produce great raffle prizes from her large network of friends and acquaintances!

It is fair to say that the Playing Field, its facilities and playground, would not be what it is today without Rachael's input. Not only was she instrumental in researching, grant seeking and fundraising but many of the key pieces of equipment were funded in part through her personal generosity.

The PFA epitomised her philosophy about the importance of outdoor exercise and sport to physical and mental well-being of people of all ages. She was a great believer in the value of community spirit and this underpinned much of what she did for the PFA and as a long serving member of the Parish Council.

Words can't describe how we will miss Rachael's friendship, advice, dedication and her lovely smile!

4. Questions or comments from members of the public. There were none

3. Matters arising from the previous minutes, points of information that are not agenda items

a. Replacement bench for playground. Those present were unanimous in their view that a composite bench would be a better buy than a wooden one.

b. Finding Fitness summer programme has just started 19/7/21. This and Shultz coaching will alternate weeks through the school holidays.

c. Contractors have still not been able to supply a fortnightly cut of grass. Last time they left it three weeks. RS will request a site visit with Wayne

d. Litter pick morning in June was poorly attended. Thanks to all PFA committee who did lots of jobs on our volunteer morning on 12th June. The only members of public to participate were three litter pickers from the week before who came and did it again!

e. HM to find out when we need to make payment for nest box materials

f. The maintenance plan has been updated and a copy attached with the minutes

g. Concrete exercise area, end of project report, has been submitted to CBC

4. Finance report HM. The financial report to date was distributed before the meeting. There was a breakdown of income and expenditure. In summary the balance is as follows

Current account - available					3,487.40
Current account reserve					500.00
Deposit account					896.00
Cash					2.50
					4,885.90

HM commented that PFA had received first instalment of grant from PC and the insurance and tree work invoice had been paid. She has no figures recently from the TC account. She is expecting the first invoice for Portaloo hire. As she needs two signatories on the PFA account she gave the necessary documentation to CT for her and RS to complete and return to her.

The meeting requested that the next financial report should include the Tennis bank account. CT will mention to CA.

5. Tennis court use

a. MO sent a report in advance of the meeting. Tennis ball machine use is going well, all credit to Richard Thomas. The committee recorded their thanks to Richard.

PH (in his caretaker role) asked if there could be a signing out book for every time someone took the ball machine out. Cath will supply a signing in sheet and some pens and keep it with the ball machine. Headings will be date, time, name (printed), phone number, comments if needed. She will also ask users via the Whatsapp to complete this every time the machine goes out.

There have recently been more people take out the annual subscription. The meeting asked what is the total number of subscribers is now? Request MO give update at next meeting

Martin Steel has set up a WhatsApp group for any subscribers who wish to join a tennis social network with the purpose of arranging games with new people. The new social tennis club have decided to meet on a Thursday from 6 to 8pm starting Thursday 22nd July and a Sunday from 10 to 12 noon. BB expressed concern over this being a particularly busy time in the car-park. Martin Steel has been made aware of this and will review the club times in September. The committee thanked Martin Steel for his initiative and hope it proves popular.

b. Since the last meeting MO has repaired the notice board, repaired some sections of perimeter netting and weed killed around the base. He is still planning to install the push tap in near future. The committee thanked MO.

6. Football,

a. BB reported that Sunday morning training and friendlies are going well. The next friendly match is on July 25th 10.30 against Sporting Loughborough under 21s. The new season league matches will start on 5th September and fixture list will be supplied before then. They will not use the changing rooms until the weather makes it a necessity.

BB expressed Burton team’s concern that they had to move junior goals back to the mini pitch after they had used them. As there is no mini pitch at present, it was not seen as an issue at the moment.

b. Football clubs license agreements, Burton have signed, Phoenix will sign at their next training session.

7. Play and exercise areas

a. CT gave PH a copy of annual safety report.

b. No safety maintenance outstanding, but some items of equipment would still benefit from a clean.

c. Regarding the concrete exercise base, the following jobs were added to the maintenance plan, ramp construction on western edge, application of tape along front edge, another coat of sealant, remove overhanging branch.

d. CT obtained more paint for maze.

8. Field Maintenance and use

- a. Benefit of fertilizer on pitches evident, thank you PS. CT will continue monitor summer use with an aim of reducing erosion in key areas like the goals. At present no remedial work required.
- b. Should we extend hedge along the Monk's fence? It was agreed that the hedge should be continued. Up to the garden fence at right angles to it. HM will make a contribution towards cost. CT will work out number of whips required and will source them when the time is right. PFA might even be eligible for a free hedging pack in the autumn. There will be a certain amount of preparation and of course the planting to do. At August meeting we can decide if this should be a volunteer activity or we pay someone to do it. HM might have to water regularly until they establish.
- c. CT has done two tree inspections. The main thing to report and to go on maintenance plan is raising the canopy all the way round the field. The hedge next to Pepper's field and the one along playing field side of Barrow Rd needs siding. RS to find out if it is on the contractors schedule, if not, PS and volunteers may begin to tackle it after 31st July.
- d. PS will start to deal with mowing the wild corners soon, starting with the one behind Monks.

9. Pavilion

- a. Necessary work to changing room was deferred to August meeting when RS can be present. It was agreed that getting a plumber to do a review and re-fit as necessary was a good start, but that the old kitchen should be a separate job.
- b. PH agreed that he was prepared to continue with overseeing pavilion use. He would keep an eye on security, fixtures fittings, run water through on a weekly basis, keep bins emptied and top up with toilet rolls, soap, kitchen consumables etc. No need for hand towels at present, due to Covid disposable kitchen roll to be used instead. Anything amiss to be reported at the earliest opportunity to CT or RS.
- c. Most of the cleaning will in future be done by the contract cleaners. The frequency of having them will depend on the frequency of bookings on the pavilion, but as a minimum it will be once a month.
- d. As part of our health and safety procedures it was agreed that PH would flush the water system though on both sides every week and the shower heads would be removed and cleaned every three months. CT cleaned the shower heads in June so they will need to be done again in September and the date on which they are cleaned recorded.

10. Memorial for Rachael

Rachael wanted her refurbished bench reinstated on the field and a position has been decided upon by her daughter and sister. Matt Ward has agreed to install the bench, probably in September. The committee agreed that the PFA should pay for the bench installation and a memorial plaque for the bench. CT will liaise with all parties over these arrangements. Robin Graham-Brown expressed a desire to make a donation to PFA in memory of Rachael, If PH gets the opportunity to speak to Robin again he will ask for contact details to give to CT. Members of the committee are asked to think are there any other ideas for a lasting memorial to Rachael and to let CT know and it will be an agenda item in August.

11. Planning applications and likelihood of 106 money for village facilities. RS was unable to attend this meeting, but CT explained that he is investigating costs and implications of Multi-use games area (MUGA) and will present some ideas to the next meeting

12. Any other business, at the next meeting CT and MO will present some ideas for how we have a dedicated PFA web-page that links to the village web-site

13. Dates of next meetings 16th August and 18th October, 7.30, Pavilion