

BURTON ON THE WOLDS PLAYING FIELD ASSOCIATION

Committee meeting held on Monday 25th October 2021 in the pavilion, Towles Field at 7.30 pm.

MINUTES

PRESENT Robert Shields, Helen Monk, Peter Harrison, Pamela Parkin, Phil Spencer, Mike Orton, Brian Bunn
Carol Allenby, Cath Thomson

APOLOGIES Tony Sparano, Pam Harrison

1. **Minutes** of previous meeting on 16th August 2021. These were accepted as a true and accurate record
2. **Questions or comments from members of the public.** There were no members of public present
3. **Matters arising from the previous minutes**
 - a. Any nest boxes that are made and donated will be put up by the end of February by a volunteer who is contact of HM.
 - b. Planning applications and 106 money for village facilities update following meeting attended by RS. RS has nothing further to report.
 - c. Necessity to meet with field contractor to discuss schedule for 2022. CT will ask parish clerk to arrange a meeting for PFA chair and secretary with contractors in February.
 - d. The sign in Colin's Corner needs repair. MO will clean it up and check if the wood is sound. CT will get a price for another printed laminate. If it's too pricey the old one and its post can be removed and an alternative means of acknowledging the Bett's support can be considered.
 - e. New taps have been fitted in changing rooms. MO will fit an outside tap when time permits?
 - f. MO and PS will investigate further the repair of the pedals with worn bearings on the pedal roundabout. One of them will let CT know the outcome.
4. **Finance**
 - a. HM submitted financial update to trustees prior to the meeting. There is a £4,601 PFA bank balance available less the identified sums on the update.
HM reported that PFA has now received the second instalment for the year from the Parish Council and also a further £500 from Schulz coaching for the use of the field over the summer.
There has been a donation of £250 from a resident to be used for Rachael's bench. CT will write letter of thanks. Regular cleaning of both the club room and the changing rooms is an ongoing cost
New taps have been installed in the pavilion at a cost of £318.
A further £500 has been transferred into our 'reserve' for new play equipment in accordance with the long term plan.
Replacing Rachael Saunders, RS and CT are now signatories on the Lloyds account along with HM and PH. HM has not yet received confirmation of this change from the bank
 - b. CA presented the Tennis Accounts. Tennis Funds total £3,978.09 of which £1,451.60 is income from subscriptions this year. CA will monitor account and let Trustees know when the overpaid cleaning charge of £720 has been repaid into the account. MO Will contact the cleaning contractors and raise the problem.
At present it is unlikely PFA can open a new account to amalgamate funds without incurring charges

5. Club reports

a. The report from Burton Football Club was circulated before the meeting. They currently have 30 players who give excellent support and have a strong team spirit. Despite some good performances the start to season has been disappointing and they are currently bottom of LCSFL Div 2. The pitch is in good shape at the moment and as the weather gets colder the changing rooms will be used more.

b. Report from Loughborough Phoenix FC was circulated before the meeting. They are pleased with the start to the season and have 45 children registered to play in three teams. TS has now purchased a defibrillator that will be available to all. He is arranging its registration and installation. Parking situation a bit easier as parents are car sharing. Phoenix could contribute to a membrane on the entrance to the field to provide additional, all weather parking.

6. PC / PFA meeting with Burton School

RS & PP Thought it was constructive meeting and CT was disappointed there has been no feedback from Mrs Wilson. PP will follow up and find out if the school are doing anything on the field on Armistice Day. Next meeting will be in January, no date has been set.

7. Tennis courts admin for next year

MO had canvassed suggestions from users and examined likely ongoing costs. It is important that the PFA build up a reserve fund for future re-surfacing of the courts. The proposal was therefore:-

- £50 for family or individual subscription, lobster subscription £25. This was agreed by the meeting
- As there were so few Pay and Play bookings this might be discontinued, to review.
- It was agreed to continue with the Setmore booking system and Squareup for making subscription and booking payments.

MO suggested that £3,000 was earmarked for the reserve fund as none had been put aside for a couple of years and thereafter £1,000 added every year. For this year's budget it was agreed to allow £100 for small repairs and maintenance, this still leaves enough to go towards toilet rental and other unforeseen expenses. MO, CT and CA will ensure everything is updated and publicised in plenty of time before the start of next season

8. **PFA website** MO & CT waiting to see if Voluntary Action Leicester have anyone on staff who can help build a web site. CT will talk to media studies at Rawlins and put an appeal in the Link. MO thinks £100 should be enough to support a simple website annually (for budget) MO and CT will report progress to January's meeting.

9. Rent review and charges

a. The meeting agreed that the rent for Burton FC for season 22/23 should be £500. As Phoenix now have three teams and use the pitch and facilities every week, it was thought necessary for their rent to increase to £260 for the season 22/23.

b. Pavilion lettings, Football pitch occasional lettings. Holiday Club rates to remain the same. The rate for the church to hire for community teas will be kept in line with whatever the village hall charge, which this year is £20.

10. Proposed budget 2022/23 and grant request to PC.

HM will put together a draft budget based on this year's expenses and additional costs mentioned in the meeting. RS and CT will review the draft with HM and send a copy out to the trustees for approval. The Parish Clerk will need the final draft by Monday 22nd November

11. **Playground**

a. Repairs to Hag Jeep. Rather than buy a new seat MO suggested buying the material and getting someone to cut to size and fit. Jason Wardle will quote a price to do this and RS will submit this to the PC meeting, they may pay for it. PS thinks he can replace the tyres quite cheaply, he will let CT know likely cost.

b. CT will update the maintenance plan.

c. MO will take a look at the playground gate and see if by making open outwards it can conform to the safety standards for closure time. (as mentioned in the annual safety inspection)

12. **Playing Field maintenance**, review to date CT

a. Follow-up from Eaton volunteer day. CT thanked them for painting the fence and published a short article in the Link with a photo.

b. CT has asked Martin Spratling for a quote for removal of misshapen oak by concrete exercise base and large branch overhanging the football pitch. All the internal hedges need cutting back and the tree canopy raising in some places. PS will do some of this work. RS will check if field contractor should be doing anything further to hedges.

c.. Other outstanding maintenance. Plan for spring 2022, weedkilling is booked, Both HM and TS have mentioned possibility of a grant for vertidrainning CT and TS will investigate further. PS will spread fertilizer again if required.

13. **Pavilion, garage, outside assets**

a. Pavilion improvements for 2022. RS no progress to report yet, will re-consider in the New Year

b. Pavilion bookings. 13th November Seagrave Challenge, 20th November training day

c. Graffiti removal. RS will ask Jason if he can help.

14. **Platinum Jubilee June 2022 and fund-raising**

CT would like to know what the PC envisage before she takes the PFA arrangements further forward. If there doesn't seem to be much support from other organisations we will do something but keep it very simple eg. hot food seller, icecream van and picnic on the field.

15. **Any other business** There was none

16. **Dates of next meetings** –17th January, 21st March, AGM 16th May.