

GASKELL RECREATION GROUND MUCH WENLOCK
Registered Charity no. 1116940

MANAGEMENT COMMITTEE

Minutes of a meeting held at
The Corn Exchange, Much Wenlock
4 p.m. on Monday 21 September 2015

PRESENT:

David Gibbon (Chairman), Chris Bowden, Gerry Bowden, Mary Hill, and Paul Laming.

SECRETARY:

Sharon Clayton

1) CHAIRMAN'S WELCOME

The Chairman welcomed everyone to the meeting. He informed Members that the football pitch had been marked out although there had been a problem because there was not enough room for the large pitch to be marked out. The school would lend out the goal posts, and the PE teacher had assured the Chairman that the ground would only be used in good conditions and the Committee would be kept informed through regular liaison.

2) APOLOGIES

Paul Laming advised that he had to leave at 5 pm.

3) DECLARATIONS OF INTEREST

There were no declarations of interest.

4) MINUTES

It was PROPOSED and SECONDED that the minutes of the meeting held on 24 August 2015 be CONFIRMED.
It was unanimously AGREED that the minutes be signed and ADOPTED as a true record.

5) SECRETARY'S REPORT

- a) Members received a written report on action taken since the last meeting. She also gave a verbal update as follows:
- The football pitch had been marked out.
 - Balfours had asked the tenant at Linden Lodge to tidy the front garden and had been told that, when the tenant first moved in to the property, there was a grass strip at the front of the house. She had asked the Town Council if she could plant flowers and the Council had said "yes". When the flowers come to the end of the season they look a little untidy and, following complaints, the tenant intends to return this strip of land back to grass.

Members enquired about the kissing gate at the far corner of the Gaskell Recreation Ground which leads into Windmill Hill. Shropshire Council had removed the gate to allow wheelchair access which had led to easy access for cyclists and riders.

It was AGREED that:

- i. **The report be NOTED.**
- ii. **Shropshire Council should be asked to provide wheelchair access within a more secure gate.**

6) TREASURER'S REPORT

- a) Members received a financial report from the Treasurer as follows:

Expenditure to end of July 2015:

	£
Insurance	1409
Water charges	261
NDR	222
Grounds maintenance	2501
Management costs	<u>118</u>
TOTAL	<u>4511</u>

Income to end of July 2015 –

Users of the Ground	£1891.32
Grant	<u>£2500.00</u> (not yet banked)
TOTAL	<u>£4391.32</u>

It was AGREED that:

- i. **The Treasurer's report be NOTED.**
- ii. **Barclays Bank should be asked if it would match fund grants received.**

b) Members considered for approval granting delegated authority to the Treasurer to spend within a defined budget.

It was AGREED that:

- i. **The Treasurer be granted delegated authority to spend within a limit of £500 provided it was within the whole budget.**
- ii. **A contingency fund should be included in future budgets.**
- iii. **Financial regulations should be adopted by the charity.**
- iv. **Marking of the pitch should be retrospectively approved at a cost of £250 + VAT.**

It was further AGREED that a hedge layer should be asked to cut the hedge round the children's play area. The hedge layer should be asked to demonstrate the art of hedge laying to the community, and especially to school children, when the hedge was being layered.

7) HEALTH AND SAFETY

A number of issues were identified following the RoSPA report.

It was AGREED that the Secretary should have delegated authority to arrange for all risks identified in the report to be rectified.

Members considered health and safety on the Ground and whether current policy should be reviewed.

The following amendments were AGREED:

- **Policy no: 34 on page 9 should be amended to read - "If your dog fouls any area of the Ground you must clear it up".**
- **The last sentence at Policy no: 26 on page 8 should be amended to read "Policy 26 above".**
- **Policy no: 30 on page 8 should be amended to read "No person shall fly any kite in such a manner to (a) cause danger and (b) give grounds for annoyance to other users".**

8) SCHOOL USE OF THE GROUND

Members had met with the directors of William Brookes School and had agreed the following:

- The School could use the Ground from 9 am but no later than 6 pm Monday to Friday.
- A Service Level Agreement (SLA) was to be agreed between both parties.
- David Gibbon would meet with the PE teacher to discuss marking the football pitch.
- The School would provide proof of public liability.

Members were informed that the School had provided proof of public liability.

At the last meeting of the Committee users of the Ground had expressed concern about restricted access through the Linden Gate especially for those with mobility problems. Members agreed that they need to understand what disability issues need to be resolved and how many people need disabled facilities.

It was **AGREED** that the clubs should be asked for suggestions about how access between sites (the school and the Ground) could be gained in an attempt to resolve the problem of car parking. These suggestions would then provide a basis for discussions between the Committee and the school in the hope of reaching an equitable outcome so that vehicular access through the Linden Gate would not be necessary. The clubs should also be asked if they would be prepared to fund a 'watchman' if necessary, perhaps someone from the school who could man the gate outside of Leisure Centre opening times.

Paul Laming left at this point in the meeting.

9) SIGNAGE

Members considered for approval appropriate signage for the Ground. The Chairman and the Secretary had met with a sign writer who had designed some suggestions for approval.

It was **AGREED** that:

- i. Following agreed amendments the signage be **APPROVED**.
- ii. The order for works (supply and fit) should be awarded to Signs Express at a cost of £1,257 + VAT.

10) GENERAL MAINTENANCE WORKS

Members discussed what general maintenance works needed to be carried out.

It was **AGREED** that:

- i. The kissing gate should be replaced with a more secure disabled access.
- ii. A prioritised list of maintenance works should be considered at the next meeting.
- iii. Shropshire Council should be asked when the trees on the Linden Walk are due to be inspected and whether they would like any resulting tree works to be carried out by the Committee and re-charged to Shropshire Council.

11) MANAGEMENT PLAN

The Secretary informed Members that she had begun to develop a management plan.

It was **AGREED** that this should be considered as work in progress and discussed further at the next meeting.

12) DATES FOR FUTURE MEETINGS

It was **NOTED** that the next meeting would take place on Monday 19 October 2015.

The meeting closed at 17:48.

Signed.....
David Gibbon
Chairman

Date.....