

09/15

GASKELL RECREATION GROUND MUCH WENLOCK
Registered Charity no. 1116940

MANAGEMENT COMMITTEE

Minutes of a meeting held at
The Guildhall, Much Wenlock
4 p.m. on Monday 24 August 2015

PRESENT:

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

SECRETARY:

Sharon Clayton

IN ATTENDANCE:

3 Members of the public

1) CHAIRMAN'S WELCOME

The Chairman welcomed everyone to the meeting.

2) APOLOGIES

Apologies were received from Paul Laming who said he would be late due to work commitments, but he hoped to arrive around 4:30 pm.

This apology was **ACCEPTED**.

3) DECLARATIONS OF INTEREST

There were no declarations of interest.

4) PUBLIC SESSION

It was agreed that members of the public wishing to speak would be invited to speak at the appropriate place in the meeting.

5) MINUTES

It was **PROPOSED** and **SECONDED** that the minutes of the meeting held on 6 July 2015 be **CONFIRMED**.

It was **unanimously AGREED** that the minutes be signed and **ADOPTED** as a true record.

6) SECRETARY'S REPORT

Members received a written report on action taken since the last meeting.

It was **AGREED** that:

- i. The report be **NOTED**.
- ii. The Town Clerk should write to the Cricket Club and inform them that the Town Council had agreed that the Cricket Club may have free use of the pavilion for a peppercorn rent provided the club maintains the building.

7) TREASURER'S REPORT

Members received a financial report from the Treasurer as follows:

Expenditure to end of July 2015 –	
Water charges	£231
NDR	£74
Grounds maintenance	<u>£1539</u>
TOTAL	<u>£1844</u>

Income to end of July 2015 –

Users of the Ground	£1891.32
Grant	<u>£2500.00</u>
TOTAL	£4391.32

The Treasurer informed Members that she was still having trouble sorting problems with the Barclays Bank account and that she had received a grant from Wenlock Estates for £2,500.

It was AGREED that the Treasurer's report be NOTED.

8) HEALTH AND SAFETY

Members considered health and safety on the Ground. There had been no feedback relating to any health and safety issues on the Ground although a discussion ensued concerning flying kites and frisbees etc. since kite flying was specifically not allowed in the policy for the Gaskell Recreation Ground. Some Members thought that the current policy was too restrictive and needed review.

It was AGREED that existing policies should be reviewed.

9) SCHOOL USE OF THE GROUND

The Chairman invited a member of the public to speak about school use of the Ground. As a school governor he said that the School was upset about the Committee's decision concerning use of the Ground. He said that the School would like to use the Ground for after school activities and was willing to work in partnership with the Committee to reach agreement about which times and days the School could use the Ground according to its needs.

Paul Laming arrived at this point in the meeting.

Members discussed how the various issues could be resolved. The School had offered a donation of £3,000 and the Committee had previously agreed that it would only apply for use between 9 am and 4 pm Monday to Friday and any additional use would be at extra cost. The School was not content with these arrangements and had agreed to meet with the Committee on 27 August 2015 when it was hoped that an amicable agreement could be reached.

It was AGREED that:

- i. **The usage requested by the School would be acceptable for this year, subject to advance notice of use, and the donation of £3,000 would therefore be accepted on this basis.**
- ii. **Discussions with the School would include:**
 - **School use of the Ground for the next and future years.**
 - **The termination of the Joint Use Agreement and its implications.**
 - **The means of payment by the School e.g. by way of a donation.**
 - **Parking on the School car park for users of the Ground after school hours and access between both sites.**
- iii. **The Secretary would seek legal advice concerning the Charity's responsibility for health and safety on the Ground when the School was using it.**

10) RoSPA REPORT

Members considered the recent RoSPA report carried out on 11 June 2015. The overall risk rating for the play space was low with only two medium risks identified. The Secretary reported that some risks had been attended to including a bolt being placed in the gate into the children's play area from Station Road, the eye bolt on the slide had been tightened, and the fence had been secured. However, the bolt/nut on the picnic bench could not be tightened because it kept turning and had no security nut on it. The Secretary reported that she was meeting with the play inspector the following day when they would discuss how the identified risks would be dealt with.

It was AGREED that:

- i. **A budget should be set aside to maintain and replace the equipment.**
- ii. **Maintenance of the play area should be discussed further at the next meeting.**

11) TREE INSPECTION

Members considered for approval that a tree inspection be carried out before the end of the year. The Secretary had obtained information stating that, since the Gaskell Recreation Ground is classified as a park, a tree survey should be undertaken every two years. Shropshire Council had also stated that if a tree survey was in accordance with Shropshire Council's adopted tree safety policy the trees would be inspected every two years. Shropshire Council had quoted a fee of £750 plus VAT for a tree inspection.

It was **AGREED** that:

- i. **A tree inspection be carried out by Shropshire Council at a cost of £750 plus VAT.**
- ii. **The frequency of further tree inspections should be discussed once the tree inspection had been carried out.**

12) 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. **The signage should be more positive and rather than use the word "NO" the sign should say "Thank you for not..." for example "Thank you for not cycling".**
- ii. **The signage should include "have fun".**
- iii. **The sign for the Linden Gate should say "no unauthorised vehicles permitted on this ground".**

13) LETTER FROM A MEMBER OF THE PUBLIC

Members considered a letter from a member of the public who asked a series of questions concerning decisions made by the Management Committee, in particular access to the Linden Gate. The Chairman allowed the writer of the letter to address his concerns to the Committee directly. The writer was particularly concerned about safe access to and from the bowling club, especially at night when it was dark. He also expressed concern about the difficulties in conveying refreshments from Station Road to the bowling club and queried whether there was sufficient disabled access.

A discussion ensued concerning access through the Linden Gate and whether the Bowling Club should be given a key to the gate. Members explained that they needed to be assured that pedestrians on the Ground would not be put in any danger by vehicles driving on the Ground. It was proposed that a written agreement should be put in place by anyone who was given a key to the gate to ensure that they would take responsibility for any risk posed by vehicles driving within the same vicinity as pedestrians.

It was AGREED that the Bowling Club should be asked to inform the Committee how it would put adequate risk management in place if it was to be given a key to the Linden Gate and that the Committee would consider whether those proposals were acceptable.

14) GENERAL MAINTENANCE WORKS

Members considered for approval what general maintenance works needed to be carried out.

Robin Bennett and Paul Laming left at this point in the meeting.

A discussion ensued concerning the fence between the Ground and the Windmill Hill which had loose wiring. Concern was expressed that a recent drainage survey had identified that the manhole in the children's playground needed jetting and clearing and yet Shropshire Council had said that this had been carried out some time ago.

It was proposed that some general maintenance work should be included in the management plan as short, medium and long-term projects.

It was **AGREED** that:

- i. **Jim Stabler should be asked when the kissing gate would be replaced at the Windmill end of the Ground.**
- ii. **The front of Linden Lodge should be tidied.**
- iii. **Each member should suggest maintenance work priorities for discussion at the next meeting.**

15) MANAGEMENT PLAN

It was **AGREED** to defer discussion of the Management Plan to the next meeting.

16) DATES FOR FUTURE MEETINGS

The following meeting dates were **AGREED**:

- 21 September 2015
- 19 October 2015
- 23 November 2015
- 14 December 2015
- 25 January 2016
- 22 February 2016
- 21 March 2016

All to take place on Mondays and commencing at 4 pm.

The meeting closed at 18:29.

Signed.....
David Gibbon
Chairman

Date.....