

GASKELL RECREATION GROUND MUCH WENLOCK
Registered Charity no. 1116940

MANAGEMENT COMMITTEE

Minutes of a meeting held at
The Guildhall, Much Wenlock
at 6 pm on Tuesday 13th August 2019

Present:

Cllr Kate Southan – Much Wenlock Town Council (Chairman)
Cllr Dan Thomas – Much Wenlock Town Council
Chris Bowden – Wenlock Estates
Bill James – Much Wenlock Cricket Club
Colin Wildblood – Bowling Club

In attendance:

Trudi Barrett – Secretary and Treasurer

1) Chairman's Welcome

The Chairman welcomed everyone to the meeting.

2) Apologies

Apologies were received from Cllr Adam Davy (work), Cllr Graham Edgumbe Venning (holiday) and Mike Bainbridge (holiday).

3) Declarations of interest

None.

4) Minutes

The minutes of a meeting held on 16th July 2019 were considered for approval. **It was AGREED that the minutes be signed and ADOPTED as a true record.**

5) Treasurer's Report

- a. Owing to ongoing problems with the change of bank mandate, the Treasurer was unable to present a report at this meeting.
- b. **It was AGREED that payment of the following invoice be approved (paid between meetings):**

Date	Supplier	Item	Net £	VAT £	Total £
31.07.19	Spacecare-Shropshire	Grounds maintenance July 2019	760.36	152.07	912.43

- c. Renewal of the insurance policy was not considered during the meeting.

6) Drainage

- a. Committee members considered the revised specification, which had been amended to incorporate drainage work around the Youth Club, and the revised cost of £69,776.70 + VAT for the overall project. Town Council approval for the revised cost would be requested at the Council meeting scheduled for 15th August 2019.
- b. Members considered other matters associated with the project. The secretary was asked to check whether any outside agencies should be notified prior to commencement of the works. The contractor had advised that the project would not fall under the provisions of CDM regulations. Necessary health & safety documentation had been received from the contractor. Final information for the JCT contract was being collated prior to signature by the Town Council and contractor.

The Secretary would write to Mr Tim Motley of Wenlock Estates to notify him of the impending work.

It was noted that a photo of the existing condition of the compound and access was required by Shropshire Council prior to commencement of the work.

Concern was expressed about the need to remove the hedge alongside the play area and the effect of the hedge roots on the drainage pipes. It was noted that solid sided pipes would be used to prevent roots damaging the new pipes. The contractor would be asked to confirm whether any work was required to the hedge prior to the drainage work.

The contractor should be advised of the location of the stop tap in case it was necessary to turn off the water supply during the works.

The work was scheduled to commence on 19th August. It would be useful to document the work by means of photographs and possibly video footage. The work could also generate positive media coverage.

7) Contract Specifications

It was noted that the JCT contract specified that the contract administrator would authorise any variations during the drainage project.

8) Maintenance Requirements

- a. Members considered information provided by Alan Lewis on maintenance requirements following the drainage work. It was noted that not all members had received a copy of the specification and this should be distributed to all users for discussion at the next meeting. It was noted that the Cricket Club owned grounds maintenance equipment and might be able to carry out some of the work required.
- b. Future maintenance would be discussed at the next meeting.

9) Leader Application

It was noted that the application had been submitted to the Local Action Group (LAG) for decision on 22nd July, but they had requested additional information. Further information had been provided along with an additional letter of support from the local Shropshire Councillor. The LAG would not discuss the application further until 5th September. The Chair would check whether any additional supporting documentation could be submitted prior to the meeting date. If so, it could be possible to provide further evidence of local support for the project.

Colin Wildblood left the meeting for another engagement

10) Friends of the Gaskell Recreation Ground

- a. Members noted information within the Management & Development Plan regarding the involvement of user groups and the setting up of a 'Friends of the Gaskell' group.
- b. Members noted information regarding insurance cover provided for volunteers: "if the volunteer group will be a separate legal entity in their own right with a leading board of individuals (committee, trustees, volunteers) and their own bank account, then they would need to attain their own insurance cover. If however none of this applies and they are just acting as volunteers of your own organisation, then they would be adequately covered under your current Public Liability cover provided that you risk assess their activities."
- c. Members considered how to move forward with the formation of a Friends group. It was suggested that the committee advertise for volunteers in the Wenlock Herald, on social media, the website and in What's What magazine. It was noted that a Friends group could possibly also help with fund raising.

11) Next Meeting

It was noted that the next meeting of the Management Committee would be held on Tuesday, 17th September at 6.00pm in the Guildhall.

The meeting closed at 7.45pm

Signed
Chairman

Date.....