

**Minutes of the meeting of the Claydon Playing Field Charity Trustee  
held in the Church Room, Claydon on Tuesday 12 July 2016 after the Parish  
Council Meeting.**

**Present:**

Cllrs Hill, Hoggins, Rob Jones, Jenny Jones, Millward, Garry Putt & Mike Smith.

**1. Apologies**

There were apologies from Pamela Putt & Emma Gallagher

**2. Minutes of the Playing Field Trustee meeting held on Tuesday 8 March 2016**

These were agreed as a true and accurate record.

**3. Minutes of the Playing Field Management Committee Meetings held since February 2016**

No minutes were available. Copies will be distributed later.

**4. Matters arising from the PFMC minutes not otherwise on the agenda**

There were none.

**5. PFMC events held since March 2016**

There were none.

**6. Future events to be held**

Claydon Games on 7<sup>th</sup> August as a non-fundraising event

Possibly a Pimms and Pudding event to be held in the Church Room sometime in September.

No final decision has been made but a bonfire event is unlikely as there is a shortage of volunteers to help on the day. Offers were made by Cllrs Millward and J Jones for the loan of generators if required. A suggestion was also made that the spending on fireworks could be reduced.

**7. Finances**

Expenditure includes £425 for grass cutting and £124 for dog bags.

The bank balance at 12<sup>th</sup> July was £3488.84.

A copy of the accounts will be supplied.

The assets need to be reviewed for insurance purposes, taking their devaluation into account.

**8. Playing Field Maintenance Programme for 2016/17**

The replacement of the gate post was agreed at the Parish Council Meeting.

Bird spikes will be installed on the basket swing.

The hedges require cutting, but not flaying.

**10 AOB**

The Terms of Reference need to be updated for electronic banking. The new Parish Clerk will be updating procedures, looking at the assets, the TOR and that the flow of money is correct, working towards the new transparency code when everything will be available on the village website.

The marquee will be loaned out during the Fairport Festival for a donation of £75 per tent.

**11. Date of next PFMC Meeting**

September tba

**12. Date of next Trustee Meeting**

Tuesday 8<sup>th</sup> November following the PC Meeting

DRAFT