

## CLAYDON PLAYING FIELD CHARITY TRUSTEE

Meeting of the Trustees to be held on Tuesday 14<sup>th</sup> March 2017 at 8.15 pm  
in the Church Room, Claydon.

### AGENDA

1. Apologies for absence – Gary Putt.
2. To approve the minutes of the Playing Field Charity Trustee meeting held on Tuesday 10th January 2017 – Proposed and agreed.
3. PFMC events – There will be an Easter event on Sunday 23<sup>rd</sup> April with a treasure hunt, tea and cakes.
4. Finance:
  - i) Income and expenditure up to 28.02.17

#### Income

03-May-16	Ink Cartridge receipt	£1.00
16-May-16	Precept 2016	£1,455.00
20-Sep-16	Donation-Marquee use	£75.00
03-Jan-17	Petty cash banked for match funding	£142.00

£1,673.00

#### Expenses

01-Jun-16	PC-Dog bags	£124.00
15-Jun-16	PC- Grass Cutting	£425.00
31-Jul-16	Emma-marquee parts	£37.96
15-Aug-16	Garry Putt-marking paint	£5.99
15-Aug-16	Playsafety Ltd	£84.00
16-Aug-16	PC- Grass Cutting	£255.00
03-Jan-17	Room Hire-Kids Party	£9.00
06-Jan-17	PC- Grass Cutting-3 cuts	£255.00

£1,195.95

- ii) Balance of PFMC funds as at 28.02.17 - £3058.89
5. Discussion re the future of the management structure of the Charity – After some discussion it was agreed that the management structure of the Charity should remain as it currently stands with the PC as the trustees but that the financial issues that have happened in the past must not continue. This means that the PC will pay for the grass cutting, Insurance and ROSPA inspection as part of their grant in kind (although it is understood that the PC are not obliged to provide this every year but have agreed to grant up to a value of £1500 for 2017/18) and the Charity will need to pay for anything else themselves which means they cannot reclaim VAT. **Action: Clerk to liaise with Mike Smith to ensure that all assets for the Charity are listed as part of the PC insurance and that adequate cover is in place.**

6. Any other business (for information only) – Dog waste bags are being stolen as soon as they are put in the dispenser so they will not be put out for a while. There has been some anti-social behaviour on the play area with mud being wiped all over the equipment and benches. PFMC members have been over to try to sort it out but the equipment does still need a good clean. The ditch outside the play area needs clearing to continue to be free flowing and reduce the risk of flood. **Action: Clerk to write to owner of the ditch to request that they clear it. Cllr Ingram to provide photos to ensure it is clear which area is in question.** Previous grass cutters have not lifted the goal post nets when cutting the grass on the playing field meaning not all of the grass is cut. **Action: Clerk to contact NR Prickett to request that he lifts the goal post nets when cutting the grass.**
7. Date of next PFMC meeting - TBA
8. Date of next trustee meeting – **Tuesday 7<sup>th</sup> July 2017**

DRAFT