

Playing Field Committee Meeting 26.11.13
Latham, Main Street 8pm

PFMC Attendees:
Garry, Paul, Jess, David

| Discussion/Action | Owner | Date | Status |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|----------|--------|
| 1. Apologies | | | |
| • Apologies from Emma Gallagher | | | |
| 2. Previous Minutes | | | |
| • Agreed | | | |
| 3. Review of Trustee & PC meeting | | | |
| <ul style="list-style-type: none"> • a) Grant from Parish Council £750 grant confirmed for 2014/15 FY • b) Hire agreement of village assets Hire agreement form (as previously used for marquee loans) to be modified to cover other items which may be borrowed e.g. lights. Hire agreement to be supported by a quoted inventory value of a new replacement. • c) Replacement of gatepost Clive Mutch has communicated that gatepost will be replaced by Eamon Boyle 'imminently' • d) Erection of railing (over-ditch). Parish Council draft minutes comment noted. | PG | 07/01/14 | Open |
| 4. Grass cutting | | | |
| • Invoice received & settled | | | |
| 5. Finance | | | |
| Current Financial Position | | | |
| • Balance is £6096.17, which includes £500 restricted funds from Cherwell DC grant. | | | |
| 6. Bonfire Event 2013 | | | |
| • Discussed pro's & cons of event - what-went-well & to improve in 2014. | | | |
| 7. Halloween Event 2013 | | | |
| • Deemed successful, positive feedback received. 25 children attended from in & around Claydon. On the calendar for 2014 | | | |
| 8. Sub-committee | | | |
| <ul style="list-style-type: none"> • a) Progress to date/next steps One hour meeting held with 'funding doctors' to gather advice for funding routes. • b) Update from Trustee meeting November Project progress report discussed challenged & approved. | | | |

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| 9. Safety Checks | | | |
| <ul style="list-style-type: none"> Feedback on RoSPA report Follow up low/medium items (none at high) | GP & PG | 07/01/14 | |
| 10. Maintenance | | | |
| <ul style="list-style-type: none"> a) Swings See RoSPA report as per Item #9 b) Matting See RoSPA report as per Item #9 c) Hedgerows Ongoing maintenance d) Slabbing in-front of container Level platform required for generator siting during events" e) Generator Servicing Check schedule f) Bench Bench concrete platform laid & bench sited - thanks to D Wicks. | DW | 31/03/14 | |
| | DW | 31/03/14 | |
| | PG | 07/01/14 | |
| 11. AOB | | | |
| <ul style="list-style-type: none"> a) Picnic Table with benches Table with benches donated. Plan to install Spring 2014 b) Replacement green refuse bin Ring OCC to replace c) Spring Working Party plan Working party session for early Spring 2014 tbc - to address maintenance items e.g. pile of brush/debris by waterworks fence. | DW | 30/04/14 | |
| | PG | 13/12/13 | |
| | PG | | |
| 12. Date of next meeting | | | |
| <ul style="list-style-type: none"> 7th Jan 2014 Time & location to be confirmed | | | |

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