

# OLDBURY-ON-SEVERN PLAYING FIELDS COMMITTEE

## MINUTES OF AGM & COMMITTEE MEETING

Held on Monday 13<sup>th</sup> July 2009 at 7:30pm  
at The Pavilion, Westmarsh Lane.

### Present

Chris Fairhead – chairman  
Mike Pheysey\* – secretary  
(\* part time)

Rachel Burgess\*  
Debbie Dix  
Paul Feltham  
Andrew Gazard

Ian Knapp\*  
Malcolm Lynden  
Andy McDonald  
Gerald Porter

### 1. Apologies for absence

Mike Jessop and Allen Knapp.

### 2. Chairman's report

Can I begin by thanking all the committee for their efforts during the year.

I will deal with maintenance aspects.

We continue to carry out much of the maintenance work through the individual efforts of members of the committee.

If I could run through them in no particular order.

Internal repairs to the pavilion including the toilet and doors was carried out by Ian.

Installation of the new outside lighting and the reinstatement of the light over the childrens' play area , the work carried out by members of the committee , particularly Ian , and the electrical work completed by Roger Evans. Financial cover for this work was approved at the April meeting.

A complete electrical survey was carried out by D H Electrical, who confirmed that all was satisfactory.

The oil fired boiler has been serviced and inspected by Safety testing Ltd.  
The football field and areas of grass continue to be cut utilising Andrew Gazard's equipment. Thank you particularly to Ian and Alan.

There are a few things left to tackle, the hedges and ditches need cutting/trimming.

The fire extinguishers will require inspection.

Repairs are required to the basketball 'goals' of the all weather facility and some additional weed killing around the edges of the court.

Main income continue to be from Oldbury Deckers with very occasional lettings.

Initials

Dealing now with development.

The separate carpark has been completed, providing of road parking for people using the all weather facility and ensuring a separation of cars and children on Deckers nights enhancing the safety aspects.

Additional lighting has been installed to enable the all weather facility to be used for evening training.

An analysis of the football field soil , arranged by Derek Garret and carried out by Glenside recommended the use of an oxy generator to ease surface compaction and then a mix of chemicals to enhance porosity and stimulate root growth.

Derek Garrett carried out the OxyGenerator activity and complete weed control applied the chemicals. The grass is looking more healthy and there was less surface water after the rains of Saturday. A donation from the Oldbury Fun Run supported this activity.

The tarmac outside the pavilion has been extended The committee wish to thank Ian Knapp for organising this and Oldbury Power Station for donating £500 to the cost of, the remainder will come from the development account. The wok was carried out by True Blue Surfacing.

We provided parking for Oldbury Fun Run entrants and spectators raising £267.60

The major fund raising event of the year took place on Saturday night. Despite the weather I think most people had an enjoyable evening, my thanks go to all those who helped in the preparation and on the night.

### 3. Treasurer's report

The 08/09 accounts have been reviewed and audited by the Clerk to the Parish Council, with independent audit conducted by B Pearce.

No issues were identified and the accounts have been signed off and returned.

The accounts can be summarised as follows

Opening Balance	£32,241.66	B/ Society Account	£3277.78
Receipts	£12,988.12	Current Account	£1994.12
Payments	£39,926.00	Deposit Account	£31.88
Balance	£5303.78	Balance	£5303.78

The accounts are available for review on request.

The Treasurer would like to thank Sue Bailey, Clerk to the Parish Council for the assistance provided throughout the year.

### 4. Appointment of committee members

Parish Council: Paul Feltham and Malcolm Lynden

Cricket Club: Derek Garrett and Gerald Porter

Football Club: There is no football club currently using the Playing Fields. It was suggested that the Dairy Maids football club be invited to put forward two representatives should they start to use the Playing

Initials

Fields. **Ian Knapp** said that he would approach Phil Page and Richard Grey on behalf of the committee.

Horticulture Soc.: Allan Knapp  
Oldbury School: Debbie Dix and Andy McDonald  
Tennis Club: Chris Fairhead  
Youth Club: Andrew Gazard and Mike Jessop  
Co-opted members: Rachel Burgess, Ian Knapp, Mike Pheysey and Jon Stephens

Proposed en bloc by Mike Pheysey, seconded Andy McDonald, all agreed.

## **5. Election of officers**

Chairman:

Chris Fairhead, proposed Malcolm Lynden, seconded Andy McDonald, all agreed.

Vice chairman:

Andy McDonald, proposed Malcolm Lynden, seconded Paul Feltham, all agreed.

Secretary:

Mike Pheysey, proposed Chris Fairhead, seconded Malcolm Lynden, all agreed.

Treasurer:

Jon Stephens, proposed Malcolm Lynden, seconded Chris Fairhead, all agreed.

Letting Officer:

Andrew Gazard, proposed Chris Fairhead, seconded Paul Feltham, all agreed.

## **6. Appointment of bank account and building society account signatories**

It was noted that Andy McDonald is still to be added to the list of account signatories – action **Jon Stephens**.

## **7. Date of next meeting**

1<sup>st</sup> July 2010 at 7:30pm, proposed Mike Pheysey, seconded Gerald Porter, all agreed.

## **8. Close of meeting**

The meeting was closed at 8:23pm

## **Minutes of Committee Meeting, opened at 8:20pm**

### **Present**

Chris Fairhead – chairman	Rachel Burgess	Ian Knapp
Mike Pheysey – secretary	Debbie Dix	Malcolm Lynden
	Paul Feltham	Andy McDonald
	Andrew Gazard	Gerald Porter

### **1. Apologies for Absence**

Mike Jessop and Allen Knapp.

### **2. Previous Minutes – Thursday 2<sup>nd</sup> April 2009**

Initials

The acceptance of minutes was proposed by Mike Pheysey, seconded by Andy McDonald and agreed by all.

### 3. Matters arising

#### 3.1 Actions carried forward

- Laminated notice – action **Ian Knapp** carried forward. Ian said that he would also provide a notice board for the notice.
- Tennis Coaching Sessions – action **Malcolm Lynden** carried forward.
- Main Hall safety notices replacement – action **Chris Fairhead** carried forward.
- Flood lighting between the car park and the MUGA
  - Pole is now erected – action closed
  - Lights have now been connected up – action closed

There was a discussion about controlling the flood lights. It was suggested that a combination lock be placed on the lighting cupboard so the lights are not inadvertently put on and also not switched off unexpectedly causing a safety issue. A limit of £300 was agreed to cover all works necessary to provide safe control of the flood lights, proposed Ian Knapp, seconded Gerald Porter, all agreed.

- Removal of old mower – action **Malcolm Lynden**. No progress, Neil Vizard needs to be reminded about removing the old mower in the Pavilion's store room.
- Prohibition sign – action **Malcolm Lynden** carried forward.
- Swing seat height now adjusted – action closed
- The committee was informed that £299 had been spent on the football pitch so far. It was felt that an update on how the pitch was responding to treatment would be a good thing – action **Gerald Porter** to request update from Derek Garrett.
- The committee discussed the provision of toilets for MUGA users, over the summer vacation period, without the need for having the Pavilion unlocked. Malcolm Lynden said he would investigate how much a Port-a-loo would cost to hire. He proposed that he be given permission to go ahead with the hire (up to a limit of £250 and email the committee members) as the holiday period was upon us. Seconded Andrew Gazard, all agreed – action **Malcolm Lynden**.

#### Matters arising from the November 6<sup>th</sup> 2008 meeting

- New car park (parts 1 & 2) – the contractors have now rolled the scalping – action closed.

### 4. Site improvements / development

#### 4.1 Development grants & strategies

The committee went on to discuss the state of the children's play equipment after a summary of the RoSPA safety report was given indicating a number of items were near or at the end of their working lives. There was general agreement that the committee should focus on the children's play area and equipment as the main development activity. The chairman suggested that a sub-committee be formed and report back to the main committee with a proposal on how to rejuvenate the children's play area. Rachel Burgess suggested that getting some input from Busy Bees would be a good thing. The sub-committee members are to be; Rachel Burgess, Debbie Dix, Andy McDonald, Elly McDonald (Busy Bees rep.) and Mike Pheysey, proposed Chris Fairhead, seconded Mike Pheysey, all agreed. The sub-committee were given the guiding phrase "short term expediency with an eye to the long term" – action **Mike Pheysey**.

Initials

The committee wanted to know the status of the Play Builder Funding application as nothing had be heard since the spring. Mike Pheysey said he would find out and contact Matthew Riddle as well – action **Mike Pheysey**.

## **5. Maintenance**

### **5.1 Play equipment**

The children's play area is still in need of more bark chippings – action **Ian Knapp** carried forward.

The swing chain links have been fitted and the seat heights adjusted – action closed.

Apparently there are some wooden play equipment items that have nails sticking out of them – action **Mike Pheysey**.

### **5.2 Grass cutting**

Andrew Gazard refused offer of payment for the fuel used by the committee using his equipment for grass cutting. The committee thanked Andrew for his generosity.

Andy McDonald offered to strim around the swings and children's play area this coming weekend – action **Andy McDonald**.

Rachel Burgess volunteered to draw up a rota to cover strimming during the summer – action **Rachel Burgess**.

The hedges need trimming so the committee agreed to contact Richard Cornock – action **Paul Feltham**.

### **5.3 Main hall**

It was noted that some of the 13 amp sockets in the Pavilion main hall looked damaged. It was suggested that Roger should take a look at them whilst he's working on the flood lights – action **Ian Knapp**.

### **5.4 Updating of prohibition sign**

No progress.

## **6. Financial matters**

### **6.1 Payments**

True Blue Tarmac	11.75
Complete Weed Control	299.00

### **6.2 Receipts**

Oldbury Deckers	1000.00
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### **6.3 Financial position**

Current Account	772.40 (Alliance & Leicester)
Deposit Account	31.88 (Alliance & Leicester)
Development Fund	4427.45 (Britannia BS)

Initials

#### 6.4 Fund Raising / Playing Fields Development Fund

The Oldbury Music Night fund raising event seemed to go very well. Preliminary figures as follows:

Bar takings	1663.30
Raffle	307.50
Auction	232.00
Ticket sales	≈900.00

#### 7. Any other business

It was proposed that letters of thanks should be sent to the kind donors that provided items for the Music Night auction; Blenheim Horse Trials entry tickets, family accommodation for one week near Looe and Sue Keedswell for some Oldbury tarts – action **Mike Pheysey**.

The Dairy Maids football team would like to use the football pitch. The committee agreed unanimously that, as the state of the pitch is currently far from ideal, the Dairy Maids could use the pitch free of charge for the time being if they mark out the pitch themselves – action **Ian Knapp**.

As one of the MUGA basket ball nets is broken and the other damaged, it was decided that they should be stored in the Pavilion storage area – action **Andrew Gazard**.

The new Tennis Hut needs assembly – action **Chris Fairhead**.

The Cricket Club gave notice that they are planning to move their container to make room for the junior football pitch. This would probably happen at the end of the Cricket season – to be confirmed at the next Cricket Club meeting next Monday (20<sup>th</sup> July).

The committee has been asked if the Pavilion hard standing area could be used / hired for a wedding marquee. After some discussion it was decided to refuse the request so as to not subject the residents of Westmarsh Lane to further disturbance. There was also some discussion about the affects of the two big fund raising events each summer on the activities of the Deckers youth Club. Andrew Gazard said that he was happy to this situation to continue as the two week ‘holiday’ for the club wasn’t necessarily a bad thing.

The committee discussed what could be done to the Pavilion main hall to make it more suitable for hiring out to children’s parties. Chris Fairhead proposed that this should be taken up by the recently formed sub-committee – action **Mike Pheysey**.

#### 8. Date of next meeting

The date of the next meeting was to be Thursday 1<sup>st</sup> October 2009 but it was suggested that our meetings be moved to a different day of the week to facilitate Andrew Gazard’s attendance. The date agreed is **Tuesday 6<sup>th</sup> October 2009** at 7:30pm at the Pavilion, Westmarsh Lane. Proposed Mike Pheysey, seconded Chris Fairhead, all agreed.

#### 9. Close of meeting

The chairman closed the meeting at 10:10pm.

Initials