

# QUEEN ELIZABETH II PLAYING FIELD CHILD OKEFORD CHARITABLE TRUST

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## TRUST MINUTES

Minutes of the Ordinary Meeting of the Trustees held on Monday, 02 October 2017 held in the Community Centre immediately following the Parish Council Ordinary Meeting

### 40 Attendance and approval of Apologies for Absence

**Present:** Councillors: Baird (Chairman); Blake; Rudd; Giles; Jespersen; Hepburn; Holdeman

**To receive apologies for absence:** Cllrs: Smith; Chetwode

**In attendance:** Debra Holland (Clerk to the Trust). There were four members of the public present.

### 41 To receive Declarations of Interest

There were no declarations of interest

### 42 Confirm minutes of the previous meeting held on 04 September 2017

The minutes were approved as a correct and true record

**Proposed:** Cllr Baird

**Seconded:** Cllr Jespersen

### 43 To discuss matters arising from the previous minutes

There were no matters arising

### 44 Finance

#### 1 To Approve the Payments Schedule

Approved

#### 2 To Record the Value of the Payments Schedule

The value of the payments schedule was £30.48

**RESOLVED:** To accept the payments listed on the schedule and record the value

#### 3 To Receive Monies gleaned from fundraising

Monies raised were counted and recorded before being handed over to the RFO for banking as per the adopted Financial Regulations. The total value on this occasion being £763.61

### 45 Playing Fields and Maintenance

#### 1 To Receive Groundsman Inspection Sheets and Discuss any Issues

The reports were discussed. A concern was raised as to whether the metal boundary fence was necessary and indeed mandatory around the play area.

**ACTION:** Clerk to enquire whether it is a legal requirement for this area to be fenced and report back at the November meeting.

A raised man hole cover was deemed to be a hazard.

**ACTION:** Cllr Blake to provide Clerk with location information before writing to Wessex Water to raise the concern.

A bench located in the Playing Field appears to be worn out.

**ACTION:** Councillors to observe and feedback at November meeting before decision is taken to repair or remove.

The spring on the pedestrian gate leading to the Playing Field needs replacing.

**ACTION:** Clerk to organise repair

**2 Gang Mower replacement or repair** – Cllr Smith (deferred to November meeting)

**3 Groundsman training** – Cllr Smith (deferred to November meeting)

**4 Discuss Siting and installation of new disabled driver sign in car park**

It was agreed to position the sign to the left hand side of the entrance gate to the Playing Field leading to the Community Hall and that Cllr Blake would install it.

**ACTION:** Cllr Blake to install sign

**46 Play Area Annual Inspection**

The next schedule inspection will be in November. Noted.

**47 CORGI (Child Okeford Recreational Ground Improvements)**

**1 Further Community Centre Architect Drawings**

Cllr Baird reported that no new plans were yet available to show, however the first draft concept ideas will be displayed at Welcome Day. These plans show ideas surrounding modifying the existing building as opposed to demolishing and rebuilding.

**2 To adopt the terms of reference for the CORGI Steering Group**

The Trustees approved the adoption of the previously circulated remit and terms of reference covering the CORGI Steering Group

**Proposed:** Cllr Rudd

**Seconded:** Cllr Baird

**3 Feedback on discussion with Fields in Trust**

**ACTION:** Clerk to take over the action to formally notify Fields in Trust of the intention to make improvements and modifications to the Community Hall and Play Area.

**48 COMPACT**

**To receive update from Fields In Trust**

Cllr Baird updated the meeting with the news that consent had been granted by Fields in Trust for COMPACT to share the shed for storage of its equipment.

**ACTION:** Clerk to write to COMPACT to confirm the decision formally.

**49 Matters of Interest**

There were no matters of interest.

The Chairman declared the meeting closed at 8.30 p.m.

Signed ..... Date:.....

**Please note that the foregoing do not become minutes until approved by Trustees and signed to that effect by the Presiding Chairman at the next meeting**