

# QUEEN ELIZABETH II PLAYING FIELD CHILD OKEFORD CHARITABLE TRUST

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**Minutes of a Meeting of the Trustees held on Monday 8<sup>th</sup>. OCTOBER 2018 at 7pm in the Community Centre.**

## **Trustees Present**

Kirsty Baird (Chairman), Martin Rudd (Vice-Chairman), Philip Blake, Michael Hepburn, Sylvia Holdeman and Robert Smith.

**Apologies for Absence:** Sherry Jespersen, James Chetwode and Mary Giles

**Also Present:** 2 Members of the public

**Clerk to the Trustees:** Mal Derricott

1. **Confirmation of the Minutes of 10<sup>th</sup>. September 2018**  
The Minutes of the Meeting held on 10<sup>th</sup>. September 2018 were confirmed as a true and correct record of the meeting.
2. **Matters Arising from the Minutes not on the Agenda - None**
3. **Financial Matters**
  - a) **Approval of the Schedule of Payments**  
The Trustees approved the schedule of payments of £1096.73 – see attached on page 62.
  - b) **Statement of Accounts to 31<sup>st</sup>. August 2018**  
The statement of Accounts to 31.08.2018 was reviewed and approved at the last meeting on 10<sup>th</sup>. September 2018.
  - c) **CORGI Fund raising**  
There has been lots of fund raising over the summer. The actual amount raised has not calculated yet and will be reported at the next meeting. Thanks were expressed to the organisers of the Fun/Hill Run. 60 runners participated, and it went exceptionally well even though the weather was wet. The Oktoberfest event also went very well with a full house and again the Trustees expressed their gratitude to all those who helped with the organisation of this popular event.

**(d) Budget 2019/2024 – Planning Ahead/Vision**

The Trustees considered the budgeting process for next year and the following 4 – 5 years. It was agreed that the Clerk will draw up a draft basic budget, circulate to trustees and then consider it at the November 5<sup>th</sup>. Meeting.

**REFER to the next meeting on 5<sup>th</sup>. November 2018.**

**4. Playing Fields Maintenance**

The Health and Safety Playground Inspection reports for September have been received from the contract groundsperson. The only action required is the repair to the safety surfacing.

**5. Annual Draft Report of the Trust for the Council**

Martin Rudd handed out draft plans for the improvements to the Community Centre. The plans will be submitted to Fields in Trust for consideration.

The new Community Centre Management Committee has been set up and working well. Maintenance has been ongoing since the centre was taken over by the Trust.

The registration of the charity with Charity Commission will take place soon

**ACTION the Clerk**

**It was agreed to submit this report and associated plans to the Parish Council for approval**

**6. Matters relating to the Children’s Playground**

There is still a small hole in the play surface that needs repairing. A local contractor had been contacted and he is willing to undertake the work.

**7. Community Centre Management Committee Report and Follow Up**

The Committee considered the draft drawing of the plans for the improvements to the Community Centre.

There have been several actions to improve the centre. New hand dryers had been installed in the toilets, new crockery has been purchased for the kitchen, the interior has been painted, a tea urn has been purchased and a microwave has been donated. There is a possibility that a large pull-down screen may be installed.

**8. CORGI Project - Update**

Martin Rudd reported that an application has been submitted to Sport England for a grant of £50000 towards the installation of a Pump Track, and so far, the initial response has been positive.

Trustees had some other ideas for improvements to the recreation ground

A quote has been acquired for a double width boules court of official regulation size at £1350.

A circular BBQ has been designed to be erected on the concrete area and there is a plan for an outside oven.

**9. Any Other Matters of Interest**

(a) **Best Village Competition** – Child Okeford was the runner up this year and we were presented with a Cheque for £50 and a plaque, which will be displayed in the Community Centre. Congratulations were expressed to all who helped and kept the village tidy. The cheque is donated to CORGI.

Thanks were expressed to Wendy for all her work on this.

(b) The Clerk reported that the balance remaining from the previous community centre committee has now been deposited in the Trust bank account. The amount is £2945.61.

(c) The annual playground inspection is due to take place in December at a cost of £65, The Trustees approved this expenditure and requested that the Clerk book it in.

**The Chairman closed the Meeting at 7.30pm.**

The next Meeting of the Trust will be the be held on **MONDAY 5<sup>th</sup>. November 2018** at the Community Centre immediately following the Parish Council Meeting

**Signed .....** **Dated .....**

***NOTE: These minutes will not be formally approved until signed to that effect by the Chairman at the next Meeting***