

NEWPORT PLAYING FIELD TRUSTEES MEETING  
7pm 28th JANUARY 2013  
ECO CENTRE, LOWER ST. MARY STREET, NEWPORT.

AGENDA

Minutes of the Meeting held on the 26th November 2012.

Matters Arising

Angharad Davies Caretakers Report

Website Update

Junior Football Club/Academy: outstanding completed Terms of Use contract.  
outstanding fees for use of field.  
copies of club/academy committee reports.

Management Group for "User Groups"

Correspondence

Finance - outstanding fees due from Cree Smith  
list of autumn bookings from Angharad Davies for Cllr. John Humfrey.  
invoice from Angharad Davies for payment for caretaking duties - 12 Nov '12/11 Jan '13 = £105.

A.O.B.

.....*Jared Weston*.....Secretary

NEWPORT PLAYING FIELD TRUSTEES MEETING  
26th NOVEMBER, 2012  
ECO CENTRE, LOWER ST. MARY STREET, NEWPORT

PRESENT: Cllr. Mike Sajko (Vice Chairman)  
Cllrs. Paul Harries, Mike Phillips, Elaine Lloyd,  
John Humfrey, Mike Mathias, Rosamund Cleal,  
Joshua Peniket & Peter Harwood.  
Giancarla Cafolla - Dros Blant  
Angharad Davies (Playing Field Caretaker)

APOLOGIES FOR ABSENCE: Cllrs. Byron James & Daron Paish

The Meeting opened with the information that unfortunately the Chairman Cllr. Byron James was in hospital, and all present wished him a speedy return to health, and signed a card.

MINUTES

Resolved to approve as correct the Minutes of the Meeting held on the 29th October, 2012. Proposed and seconded by Cllrs. Paul Harries and Mike Phillips and agreed by all present.

MATTERS ARISING

Angharad Davies reported that the main entrance door still needs attention.

Cllr. Paul Harries quoted figures showing that if as requested by the After School Club the previously agreed hire charge for their use of the building was reduced to £5 per session and not £5 per hour + utility costs the overall rent from this and other organisations would provide enough income to cover the cost of maintaining the building. Trustees unanimously agreed to the £5 per session charge.

The Football Club/Academy are shortly to hold a meeting (3rd Dec.) to elect a permanent Committee with an agreed and signed constitution. Plus complying with our requirement for a signed Terms of Use contract, and payment for past use of the field. As requested the Secretary had written to the Rugby Club Secretary asking that the substance Roundup used by the Club is stored away from the Changing Rooms.

British Gas has serviced one boiler, and arrangements are being made with Mr. Glyn Rees to service the remaining boiler/s.

The proposed asbestos survey will not take place as the cost for this has been estimated at £700/800.

CARETAKERS REPORT

Angharad Davies reported that the sliding kitchen door is hanging off the rail. Cllr. Joshua Peniket will bring this to the attention of Property Refurb.

Hire Charges

Returning to the question of hire charges for the changing rooms Cllr. Paul Harries said the present charge of £5 per hour except for the Mother & Toddler group who presently pay £5 for 2 hours and allowing for £1,200 p.a. for cutting the Old Castle site would result in a modest profit.

Future suggested income	.....TWF	£234 p.a.
+ utilities	After school	702
	Holiday club	500
	CREE SMITH	10 p.w.

These suggested charges would result in a profit of £36.98 p.a. and Cllr. Phillips said it was not our intention to make a profit!

It was proposed and seconded by Cllrs. Sajko & Harwood that the revised hire charges be adopted and agreed by all present.

Cllr. Cleal did ask whether the £1 utilities charge applied for 1 or 2 hours?

It was agreed that Cree Smith must pay for her regular booking even when she is absent.

The proposal to have a Management Group for "User Groups" will be kept on the Agenda.

Cllr. Harries reported on a recent Planned/Welsh Assembly visit to view the enlarged building.

On behalf of Dros Blant Giancarla Cafolla reported that this organisation wished to purchase and put in place an outside notice board, low energy light bulbs, and a hand basin. Cllr. Harries thanked Dros Blant.

NEWPORT PLAYING FIELD CORRESPONDENCE ETC. FOR MEETING 28.1.13

1. e-mail from Helen M. Jones on the subject of hire cost, and frequency of invoices for payment.
2. Caretaker's invoice for payment for the period 12 Nov/11 Jan £105.
3. B.Gas a/c 29/8 to 10/12/12 £37.19. + direct debit form for bank
4. CREE Terms of Use contract?
5. Football Club - Change of Secretary + Terms of Use contract still not received by Hon. P/F Secretary or confirmation of dates Field used since July. P/F Secretary has been verbally informed the Club will not be using the Field Jan, Feb & March 2013.
6. SWALEC invoice £219.50