

NEWPORT PLAYING FIELD TRUSTEES MEETING
30th SEPTEMBER 2013
UNIT THREE, THE OLD SCHOOL, LOWER ST. MARY ST. NEWPORT

PRESENT: Cllr. Elaine Lloyd (Vice Chairman)
Cllrs. Jon Lettn, Peter Harwood, John Humfrey,
and Daron Paish.

Giancarla Cafolla - Dros Plant
Angharad Davies - Playing Field Caretaker.

Mr. John Lord - Newport Lion-cubs Football Club.

APOLOGIES FOR ABSENCE: Cllr. Rosamund Clear (Chairman)
Cllrs. Paul Harries, Joshua Peniket, Mike Phillips,
John Evans & Mike Mathias.

MINUTES

Subject to it being noted that paragraph 1 page 2 Giancarla Cafolla wished to ensure the viability of all the various groups using the Playing Field & Changing Rooms - not just Dros Blant, and Cllr. Harwood drawing attention to paragraphs 5 & 6 where it was correctly stated the MUGA was Town Council property, Cllr. Harwood and Giancarla proposed and seconded the July Meeting Minutes correct, and all present agreed.

MATTERS ARISING

Mrs. Jamieson has confirmed that 5% VAT is the correct amount for utility charges to registered charities.

The Secretary has sent a letter to County Cllr. Paul Harries requesting PCC to cut the Playing Field grass in June, July and August in exchange for crossing the Playing Field to cut the school grass.

The Secretary agreed to contact Mr. Neil Wilmot and request him to check a switch in the Changing Rooms which has caused problems in the past.

Cllr. Joshua Peniket will be asked to inspect all the Playing Fields every week in October.

Dros Blant had nothing to report on their use of the Town Website.

FOOTBALL CLUB REPORT

Cllr. Jon Letten gave the Secretary a cheque for £50 for use of the facilities = £20 deposit for keys, and requested that other organisations using the Changing Rooms do not enter the building before 6pm when they are in use by various childrens organisations to comply with regulations. The Secretary will contact the Rugby Club.

Football Club equipment is now stored in a container in the Changing Rooms.

DROS BLANT REPORT

Giancarla has been requested to arrange a "User Groups" meeting. and promised copies of Dros Plant meeting Minutes for all. The last Dros Blant meeting Minutes received by the Playing Field Secretary was April 2012. until receipt of 16/9/13 Minutes.

Concerns have been raised about the condition of the Changing Rooms after use by some groups, and all group leaders need to understand it is their responsibility to ensure the premises are left clean and tidy when their session ends. This includes the kitchen and toilet facilities. The only income the Trustees receive to maintain the building and field is the rent from the various hiring groups and to keep the rent/charges at their present level every user group must leave the premises in good condition.

Provision of a notice board is still ongoing.

A User Group meeting has been arranged for the 10th October next.

PAVS will supply a draft contract for all Playing Field and Changing Room Hirers.

Cllr. Harwood thanked Giancarla for her report.

FINANCE

Cllr. Daron Paish and Peter Harwood approved payment of £90 to the Caretaker for August & September 2013.

The Secretary sent a letter to the Steiner School Clynderwen on the subject of outstanding invoices for use of the Changing Rooms by Cree Smith (letter sent 11th July 2013) no reply was received and the Secretary telephoned the school recently and was told they "vaguely" remembered receiving the letter! Cree Smith is a member of their teaching staff. The Secretary will seek the advice of the Chairman on the next steps to be taken to recover this long outstanding debt. Meantime a cheque for one invoice addressed to Cree Smith and sent to the Steiner School has been received in the sum of £78. A £100+ remains outstanding.