

NEWPORT PLAYING FIELD TRUSTEES MEETING
7pm 26th NOVEMBER, 2012.
ECO CENTRE, LOWER ST. MARY STREET, NEWPORT

AGENDA

Minutes of the Meeting held on the 29th October, 2012.

Matters Arising.

Caretaker's 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: £50 annual licence fee paid by owners of 13 Maes Morfa.
£300 donation from Mayberry Kyaks for camping in field to partake in Charity fundraising event (this sum to include cost of repairing broken window.)
Annual Playing Field insurance renewal date December invitation awaited.

A.O.B.

...*Janet Western*.....Secretary

NEWPORT PLAYING FIELD TRUSTEES MEETING
29th OCTOBER 2012
ECO CENTRE, LOWER ST. MARY STREET, NEWPORT

PRESENT: Cllr. Byron James (Chairman)
Cllrs. Mike Sajko, Paul Harries, Mike Phillips,
Elaine Lloyd, John Humfrey, Mike Mathias,
Rosamund Cleal, Joshue Peniket & Daron Paish.

Angharad Davies (Playing Field
Trustees Caretaker)

APOLOGY FOR ABSENCE: Cllr. Peter Harwood.

MINUTES: Resolved to approve as correct the Minutes of the Meeting held on the 24th September, 2012. Proposed and seconded by Cllrs. Mike Phillips & Mike Sajko.

MATTERS ARISING:

The appointment of a Playing Field Management Committee will be kept on the Agenda.

The main entrance door is still not operating correctly, and Cllr. Peniket agreed to ask Mr. Wyn Davies to carry out the necessary adjustment/repair.

The Vice Chairman, Cllr. Harries and the Secretary attended a meeting on the 12th October arranged by Mr. Peter English and parents of children interested in a junior football club/academy using the Playing Field, and a copy of the Secretary's report was sent to the Chairman and Mr. English. Mrs. Sandra Bayes volunteered to be the Secretary of this club/academy and a copy of the meeting report will be sent to her.

At the request of the aforementioned meeting the Playing Field Secretary contacted our Insurers - Ecclesiastical - to check whether their policy provided cover for the junior football. Their representative was adamant that our insurance cover did not extend to cover other club activities, and he strongly advised that the football club arrange immediate insurance cover, and ensure that everyone involved with the children has full and current CRB cover for this particular activity.

The Secretary reported that to date none of the 4 User Groups have paid the charge for using the Playing Field facilities for the period May, June & July 2012, and Cree Smith has not paid for the the period March & April - total due to date from Cree Smith £198.

Helen Manley-Jones contacted the Secretary by telephone to suggest halving the charge for the After School Club, as they were not attracting enough children to cover the cost of two paid Supervisors and the rent. The Secretary explained that the annual cost of the facilities was in the region of £4,000 and rising as was stated at the recent football club meeting, and our rentals were the same as the Memorial Hall and other local facilities.

The Trustees instructed the Secretary to advise all the childrens groups that outstanding invoices must be paid within the next fourteen days. All invoices are presently sent to Giancarla Cafolla for onward transmission, and the Secretary will inform this person of the Trustees instructions.

The information about Roundup supplied by Mr. Chris Lodge, was carefully noted, but it was decided to request the Rugby Club to store the Roundup at the home of one of their Members, and not keep this weedkiller in the Rugby equipment storage we provide.

British Gas requested access to the building to carry out a service, and Cllr. Mike Phillips kindly agreed to accompany them.

Cllr. Harries told the Meeting that a parent was concerned that a broken tile from the building roof may contain asbestos, and this had been handled by his child. To ensure that everything was in order Cllr. Harries arranged for a piece of a tile to be examined by specialists who subsequently confirmed that the tile contained no asbestos material. The cost of this examination was £30 + postage. Cllr. Harries is presently awaiting an estimate for a complete asbestos survey of the whole building.

£20 deposits for keys has been received from both the Rugby Club, and the After School Club, and receipts have been sent.

NEWPORT PLAYING FIELD correspondence etc for Meeting 26th Nov. 2012

SWALEC letter re change of supplier - Clerk contacting the company.

Letter from Mrs. S. Bayes re Football club/Academy enclosing ber
"notes" of the public meeting 12th October.

Letter from Mayberry Kayaking enc. £300 donation for use of field
for overnight camping for competitors taking part in a Charity
event to raise funds for Air Ambulance & Lifeboats.

British Gas "conversation" today with Secretary.

Newport Kids Club cheque for £132 "pending further investigation"
Our invoice No. 7 was for £242!

* Indicates correspondence already e-mailed to Cllrs

Newport Playing Field correspondence Nov 2012.

1. Annual return to Charity Commission 2011 – 2012.
2. Letter to Planed re changing rooms.
3. Copy of e-mail from Helen Manley Jones re Newport Kids Club.
4. Higos Charity Insurance renewal.

* Indicates correspondence already e-mailed to Cllrs