

NEWPORT PLAYING FIELD TRUSTEES MEETING
7pm 30th JANUARY, 2012
ECO CENTRE, LOWER ST.MARY STREET, NEWPORT.

AGENDA:

Minutes of the Meeting held on the 9th January 2012.

Matters Arising

Alterations & Extension to Changing Rooms - Report.

Correspondence received up to 23rd January 2012

Finance

Key Holders for the Changing Rooms

Opening Ceremony - 10.30am Saturday 28th January 2012.

Possible joint supplier for Gas and Electricity.

A.O.B.

James Western Secretary

NEWPORT PLAYING FIELD TRUSTEES MEETING
7pm 9th JANUARY 2012
ECO CENTRE, LOWER ST. MARY STREET, NEWPORT

PRESENT: Cllr. Byron James (Chairman)
Cllrs. Paul Harries, John Humphrey, Mike Mathias,
Peter Harwood, Mike Phillips, Mike Sajko,
Soo Hutchinson.

REPRESENTING DROS PLANT: Giancarla Cafolla

REPRESENTING NEWPORT RUGBY CLUB: Mr. Oliver Cooper &
Mr. Peter Smith

MINUTES: Subject to paragraph three Matters Arising stating that both Dros Plant and the Childrens Playgroup will receive £1,500 each from the Fashion Show, paragraph four Finance stating it was agreed that Dros Plant pay £5 per session, and a Caretaker page 2 paragraph one could and not would be paid £12 for 2 hours work, the Minutes of the meeting held on the 28th Noverber were accepted by all present.

MATTERS ARISING:

Cllr. Harries reported that after obtaining final quotations from both our existing Insurers - Zurich Insurance Co. and the Ecclesiastical Insurance Co. with the Chairman's consent he had insured all the Playing Field property with the latter Company. for £613.64p.

On the subject of a Caretaker Cllrs. Harries, Humfrey and Harwood have volunteered to undertake this work for 2 months.

Cllr. Harries still wants to locate the two legal documents mentioned in the 3rd paragraph page 2 of the November 2011 Minutes.

Cllr. Harries reported that the Building Contractors expect to completely finish their work this week and all Trustees were invited to inspect the building for any snagging problems.

Cllr. Harries would be meeting the Contractors onsite at 11pm this Wednesday.

Dros Plant representative Giancarla Cafolla said she was very impressed with the building, and the Playgroup wish to move in as soon as possibe, and would like a definite date. Presently four groups have expressed an interest in using the building - Breakfast Club, Parent & Toddler, After school and the Steiner School.

Cllr. Soo Hutchinson joined the meeting at 7.15pm.

Cllr. Mike Sajko raised the subject of specific kitchen regulations, and whether the Trustees, Dros Plant or any other organisation using the premises were responsible for ie health and safety. Enquiries will be made of the Memorial Hall and Dinas Old School.

CORRESPONDENCE:

Letter from Mr. Chris Lodge (Sec. Newport Rugby Club) was summarised and read to the meeting by Cllr. Harries. Mr. Lodge confirmed acceptance of the £20 per match and £60 "Sevens" fees, but queried the £15 the Trustees were seeking for training nights on the grounds that only half the facilities were required in the changing rooms compared with a daytime match. Mr. Lodge suggested a separate electric meter for their field lights - the charge for this would be the responsibility of the Rugby Club.

Mr. Lodge requested a copy of their proposed Terms of Use, and it was said this will be drafted by Cllrs. Harries & Sajko and Mr. Oliver Cooper for the Rugby Club. At the end of the meeting Dros Plant said they would send the Club a copy of their Terms of Use.

The 2012 Rugby Sevens will be held on Sunday 3rd June.

The letter from Mayberry Kayaking, Goodwick, requesting permission to camp (tents) and park their vehicles whilst up to 120 sea kayakers take part in a fundraising weekend for the RNLI & Wales Air Ambulance on the 14th & 15th July was read to the meeting. The Trustees raised no objection to the tents on the field, and agreed the changing room toilets could be used, but did not want vehicles on the field. The Secretary suggested a £5 fee for each tent towards the upkeep of the field etc. The Secretary will reply to Mayberry Kayaking accordingly.

Cllr. Harries had received e-mails from the Charity Commission re their Commission News etc. and Higos (Insurance) re our new Insurance Company the Ecclesiastical Insurance plc.

FINANCE:

Cllr. Harries gave the meeting details of the present financial position of the Charity, and the payments we will shortly have to make to the Building Contractor etc.

A.O.B.

Cllr. Humfrey specifically requested that we reply to the Rugby Club letter within the next month.

Newport Playing Field correspondence 30th January 2012.

1. SK8 Park Inspection
2. Property Refurb invoice.
3. Mins of Dros Blant meeting 23rd Jan 2012.
4. Pembrokeshire Fire & Safety Ltd. Service Report.
5. Pembrokeshire Fire & Safety Ltd. Invoice £201.12
6. Pembrokeshire Fire & Safety Ltd. Certificate of Inspection.
7. PCC Public protection Division Visit.

* Indicates correspondence already e-mailed to Cllrs