

NEWPORT PLAYING FIELD TRUSTEES MEETING  
7pm 25th JUNE, 2012.  
ECO CENTRE, LOWER ST. MARY STREET, NEWPORT

AGENDA:

Minutes of the Meeting held on the 24th May 2012.

Matters Arising

Caretaker's Report

Newport Rugby Club Terms of Use Contract

Website - Update

Correspondence

Finance

Annual Accounts April 2011/March 2012.

A.O.B.

.....*Janet Weston*.....Secretary

NEWPORT PLAYING FIELD TRUSTEES MEETING  
24th MAY 2012  
ECO CENTRE, LOWER ST. MARY STREET, NEWPORT

PRESENT: Cllr. Byron James (Chairman)  
Cllrs. Paul Harries, John Humfrey, Mike Mathias,  
Mike Sajko, Mike Phillips, Peter Harwood, Elaine Lloyd  
  
G. Cafola & Angharad Davies (Dros Plant)

APOLOGY FOR ABSENCE: Cllr. Daron Paish

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MINUTES:

Subject to two items in paragraph four being amended to state Havards invoice included other items as well as keys, and one of the key holders was Cree Smith not Cree, the Minutes were agreed as correct on the proposal of Cllr. Humfrey, seconded by Cllr. Phillips and agreed by all present.

MATTERS ARISING:

Giancarla Cafolla reported that the estimate for providing a separate hand washing basin in the kitchen has still to be obtained, and the school has yet to be approached for suggestions for a name for the combined sports changing rooms and community building incorporating various child care facilities.

Cllr. Humfrey will liase with Giancarla Cafola to provide accurate invoices for the various child care organisations.  
Meantime Dros Plant tonight paid their £20 deposit for a set of keys.

The "snagging list" for Mr. Griffiths will include the blocked drain problem which occurred recently in the new kitchen.

Concern was expressed over the time taken to agree a Terms of Use contract with the Rugby Club, and it was agreed Cllrs. Harries, Humfrey and Sajko will contact the Club Secretary.

It was unanimously agreed that the Caretaker will be paid as from 1st April for her agreed duties plus extra when extra attendance is necessary ie accompanying the emergency plumber to work on the kitchen.

The Secretary was requested to contact Mrs. Jamieson and arrange for the return of the annual accounts.

Cllr. Phillips agreed to update the website.

The Secretary was requested to include the Dyfed Alarms contract and a Management Group for user groups on the June Agenda.

It was agreed to pay the SWALEC invoice £172.47, emergency pluber £55, and the outstanding invoices from Havards £106.22, and crockery £86.43.

OLYMPIC TORCH FESTIVAL

Cllr. Harries assured the Meeting that Mr. I. Hipkins has both a risk assessment and insurance arranged for this event.

The question of a hiring fee for the use of the building and field for the two day event was discussed, but it was proposed and seconded by Cllrs. Harries & Humfrey that we will accept a donation. Cllr. Phillips proposed a minimum donation but this was not seconded. The majority voted for just "a donation".

DROS PLANT

Giancarla Cafolla informed the Meeting that the After School Club will be starting in June.

Dros Plant wish to provide door-jams, locking system for another door, and a free standing storage cupboard.

There are vacancies in the day and time slots allocated to Dros Plant and these need to be advertised.

NEWPORT PLAYING FIELD - CORRESPONDENCE ETC. - JUNE 2012 MEETING

- 1) Copy of a letter sent to Mr. Oliver Cooper (Member of Newport Rugby Club) from Mr. David Pitman (Canteen Restaurant Market St) regarding damage to his property allegedly caused by visitors/supporters of the Rugby Sevens competition.

FINANCE

- 2) Welsh Water invoice for period 1st April/18th June 2012 + standing charges from 8th December 2011/31st March 2012 £119.94.
- 3) PCC Council Tax NIL invoice (No payment due to Discretionary & Mandatory Charitable Relief) Rateable value now £6,700.

Annual Accounts Y/E 31st March 2012.

Newport Playing Field correspondence 25<sup>th</sup> June 2012.

1. Dyfed Alarms Contract.
2. Clwb Plantos Key Deposit.
3. Letter from Ann James re school sports.\*
4. E-mail from Sinead Henahan re Playground.
5. Letter from Tennis Club.

\* Indicates correspondence already e-mailed to Cllrs