

NEWPORT PLAYING FIELD TRUSTEES  
MEETING 24th OCTOBER 2011  
7pm ECO CENTRE, LOWER ST. MARY STREET, NEWPORT

AGENDA;

Minutes of the Meeting held on the 26th September 2011

Matters Arising.

Alteration & Extension to Changing Rooms - progress report.

Consideration of the employment of a Caretaker for the  
Changing Rooms complex.

Building Insurance renewal date 9th December 2011 - new value  
required for changing rooms.

Correspondence.

Finance.

Terms of use Contract for Rugby Club.

A.O.B.

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

NEWPORT PLAYING FIELD TRUSTEES MEETING  
26th September, 2011 7pm  
ECO CENTRE, LOWER ST. MARY STREET, NEWPORT

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

Giancarla Cafolla (Dros Plant)  
Mrs. Dale Rees (Newport Chamber of Trade)

APOLOGY FOR ABSENCE: Cllr. Daron Paish.

MINUTES: Resolved to approve as correct the Minutes of the Meeting held on the 25th July 2011. Proposed and seconded by Cllrs. Harwood and Humfrey and agreed by all present.

MATTERS ARISING:

Cllr. Harries reported that the Business Plan was ongoing, and Cllr. Humfrey that the two gates at the Field entrance were uneven in height and that only a temporary loop was able to be used to keep the gates closed.

Alterations & Extension to Changing Rooms

Cllr. Harries advised that a sub-committee had been formed consisting of Cllrs. James, Harries, Phillips, Sajko & Harwood, and he also reported on a meeting held on the 3rd August. Mention was made of the possible involvement of the Dyfed Archaeology Trust, and this could add to the cost of the project.

Mr. Pickerskill (Site Manager) sent his apologies for not attending a meeting on the 5th August.

Cllr. Harries reported on a meeting held on the 31st August, apologies were again received from Mr. Pickerskill, and no one was present to represent the Rugby Club, although Mr. Cooper had mentioned the need for replacement hot water boilers, more benches and improved floor drainage.

Cllr. Harries gave the meeting details of various costs for internal works, flooring etc.

Cllr. Harwood proposed and Cllr. Harries seconded the proposal that it was important to have a second site visit and to have the Rugby Club present. All Trustees would be invited to this meeting.

Cllr. Harries reported that the building work was progressing satisfactorily.

The Rugby Club had been cordially invited to attend this Meeting, but the Secretary had received both a telephone message and letter wherein they declined the invitation. The letter was read to the Meeting at this stage.

Cllr. Harwood commented that we have to work with the Rugby Club. The Chairman said we do ask them to attend various meetings but unfortunately they do not accept. Cllr. Sajko said important decisions have to be made ie flooring.

Cllr. Harries reminded the meeting that £5,000/£6,000 had been earmarked for Rugby Club equipment storage, and asked whether in the circumstances we should provide this or use the money on other items?

At this stage in the Meeting it was suggested and agreed that the Secretary should contact Mr. Chris Lodge and/or Mr. Oliver Cooper both of the Rugby Club.

The Builders Contract has to be signed on behalf of the Trustees and it was agreed this should be signed by the Chairman. Cllr. Phillips offered to check the contract before giving it to the Chairman.

Cllr. Harries suggested a Dros Plant and Rugby Club representative should be co-opted to attend Trustee Meetings until further notice.

Gian Cafolla reported their organisation had held a meeting today and were pleased to confirm 2 groups were definitely intending to use the converted and extended changing rooms and 2 more were very interested. Also she was pleased to state Dros Plant had a very good relationship with the school.

It was agreed that Cllr. Sajko will be the Playing Field Trustee representative with Dros Plant.

In view of the extra time this Meeting was taking it was unanimously agreed to postpone discussion on the possible appointment of a regular Caretaker for the Changing Rooms.

Gian Cafolla wished to record Dros Plant's appreciation of everything the Trustees had done, and were doing, to assist the organisation.

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During the summer recess there had been more exchanges between our Solicitor and those acting for Mr. & Mrs. Sneade asking for yet more amendments to the terms of their licence - this time relating to a fence and ensuring no increase in the £50pa rent for the whole period of the licence. These amendments have been agreed, and all trust that this long drawn out procedure will soon be concluded. The Secretary to advise our Solicitor that we will require the £50 yearly rent paid by Standing Order.

The estimate from Mr. Liam Morris to remove trees from the Playing Field for the sum of £600 for two days work, was accepted at the July Meeting, subject to Mr. Morris producing satisfactory proof that he has the necessary Public Liability insurance cover. This matter is still outstanding, and the Secretary was requested to write to Mr. Morris and remind him that we require all cut branches etc. to be removed.

Cllr. Harries will give the Secretary recent Skate Park inspection reports for onward transmission to PCC.

THE MEETING CLOSED AT 7.55pm.

PLAYING FIELD CORRESPONDENCE ETC. FOR MEETING 24.10.11

Two letters from Newport Rugby Club re outside lighting required for evening practice & they state the storage being built for them is not suitable for their equipment as shown on the plans they have at the present time.

Secretary has sent Rugby Club pre planning application for outside lighting.

British Gas letter explaining their new way of showing their charges.

Newport Playing Field correspondence Aug 2011.

1. PCNPA Discharge of conditions re the Changing Room Planning consent.
2. Minutes of Dros Blant meeting 26<sup>th</sup> Sep 2011.\*
3. Playing Field Charity Annual return 2011.

\* Indicates correspondence already e-mailed to Cllrs