

WEST DOWN COMMUNITY FIELD
WEST DOWN VILLAGE GREEN FIELD ASSOCIATION

Minutes of the Management Committee Meeting

Held on Monday 22nd October 2018 8pm @ W.D Iron Room

PRESENT: Chairman, Mr John Stainer, Treasurer Mr Tony Verney, Committee Members, Mrs Sara Hodsman, Mr Roy Drew; Mrs Grazyna Ellis, Mrs Pauline Hart, Mr Paul Hillier, Mrs Carole King & Mr Keith Oades. also Parishioner, Mr Josh Clarke

The Chairman welcomed Josh Clarke back again.

1. **APOLOGIES:** Belated apologies from Alison Hume.
2. **The MINUTES OF THE Meeting of 17th September 2018** were approved after correction of Item 4 Bar Stock which should have read BBQ stock.
3. **MATTERS ARISING** from Meeting of 17th September 2018
 - Item 3. **Adult Gym Equipment** this item be removed from minutes and be revisited when the new Community Field plan is nearing completion.
 - Item 6d. **Grass Cutting** John S confirmed that he had cut the community field long grass s requested. For information, the cost of fuel for the grass topper and towing quad was £10 in total.
 - Item 7. **Broken Fence** The fence has had a temporary repair by Tony Verney and Barry Scobling. Many thanks to both, particularly Barry Scobling.
Chairman John and Tony Verney have revisited the site of the Oak tree adjacent to Brian & Barbara Copp's property and agree that the main growth of the tree is from the trunk on their side of the hedge, **John S will re-contact them to explain** also we do not consider we are responsible for this hedge.
4. **TREASURER'S REPORT** The Treasurer had sent out two account sheets numbered 61 and 62 which have been reconciled to the Bank account, showing a total of £7472.03 in Credit. This includes the ring-fenced amounts. Due to the nature of these ring-fenced amounts both **the Chairman and Treasurer are to review the amounts and terminology of the description,** bearing in mind these accounts may need to be shown to future funders to highlight running cost and commitments. **We need to create an Asset listing incorporating depreciation.**
5. **SECRETARY** The vacant position of Secretary was discussed. No one on the present Committee felt able to commit. Sara suggested **that we contact the Members of our association to see if anyone is prepared to help out.**
John S confirmed that he had sent a "Thank you" to the Parish Council for their £400 donation.
6. **REPORTS AND UP-dates**
 - a. **AIR AMBULANCE** Carole updated the Committee that herself, John S and Toby of the Air Ambulance and their contractors had met up with Andy Lyons on the 17th October to finalise installation plans for the lighting pole and connecting to supply point at Andy's shed. It is anticipated that installation should be completed by 30th/31st of this month – October.

6b. PLAY AREA Tony Verney confirmed that Inspection Report sheets are up to date.

6c. FIELD MAINTENANCE Tony Verney confirmed that Inspection Report sheets are up to date as required by Insurance company. Farriel Lane gate post wobbly – possibly propose widening the gateway.

6d. ALLOTMENTS Keith Oades reported that Grazyna's half allotment plot had been taken but not yet paid for. **Grazyna to follow up**. Keith also said that there may be another plot coming vacant soon. He also confirmed that he pays an Allotment Holders Insurance at £60 annually his donation and £30 Allotment Holders Association.

7. GRASS CUTTING & MOWER Sara Hodsman outlined the work entailed in cutting the community field grass, explaining that our present mower has done 300 hours of work i.e. approximately 100 each grass cutting season – done mainly by Andy and Martin. The machine at present just copes with the job, but when the grass is damp/wet the discharge does easily choke up and needs constantly cleaning.

John S outlined the enquiries that he had made into types and prices of possible replacement heavier duty mowers bearing in mind the potential of possible funding that expires at the end of October for this period.

After a thorough discussion it was unanimously agreed that we put any decisions on hold until we see what the outcome of field facilities review have taken place.

8. VILLAGE QUESTIONNAIRE Discussion took place about the results of the Village Questionnaire circulated at this year's Village Fayre. It was agreed that we concentrate on the Four main items – a level grass area – a hard (?) sports area and a perimeter exercise track ? A separate action would be the possibility of installing a play climbing frame. Cost of all the above are unknown, but as a start the Committee to meet at the field on Saturday 3rd November at 10.00 am to start looking at possibilities and create a plan before seeking professional assistance. We will also need to consider water levels, minimum earth movements, fund raising, VAT implications Gift Aid and much more. **John S** to contact Fields in Trust National Playing Fields Association to see if they can offer any advice. On finalizing the plan and costing this should be put before the residents of village for support and help with fund raising.

9. FUTURE FUND RAISING IDEAS not discussed – getting late in the evening. **Put on Agenda for next meeting.**

10. AOB

CHARITY COMMISSION John S explained he will be **contacting all Trustees** to obtain dates of birth to update Charity Commission information.

11. FUTURE MEETING DATES 19th November 2018, 21st January 2019 and AGM 25th February.

Meeting concluded at 9.50pm