

**WEST DOWN COMMUNITY FIELD**  
**WEST DOWN VILLAGE GREEN FIELD ASSOCIATION**  
**Minutes of the Management Committee Meeting**

**Held on Monday 19th November 2018 7.30pm @ 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 Carole King & Mr Keith Oades. also Parishioner, Mr Josh Clarke

1. **APOLOGIES:** Pauline Hart      **Absent** Paul Hillier
  
2. **The MINUTES** OF THE Meeting of 22<sup>nd</sup> October 2018 were approved and signed. Copies to be posted on Village Web site and a hard copy displayed on the Community Field notice board  
**Action Sara H.**
  
3. **MATTERS ARISING** from Meeting of 22<sup>nd</sup> October 2018
  4. We still need to create an Asset Register, which will mean moving most items in the container.
  5. Still to obtain a Members List and other materials from past Secretary, Di **Action John S.**
  6. Grazyna E will let John S have a cheque regarding the half allotment plot.
  
4. **TREASURER'S REPORT**

The Treasurer gave out copies of up-to-date financial balances and confirmed that the balance of £7434.94 reconciled with the actual bank account. It is still work in progress regarding presentation of sub-total amounts. John S proposed that we should press on with transferring to a new Lloyds current account. All in agreement.**Action Tony V.**
  
5. **SECRETARY**

Chair John proposed that in the short term that he take on the dual role of Secretary and Chair until a suitable person can be found – hopefully by the AGM. All in agreement.
  
6. **REPORTS/UPDATES/DISCUSSIONS**
  - 6a.Air Ambulance** Chair John explained that there had been a delay in the installation contractors receiving the lighting pole, so had to cancel the last installation date. It is hoped now that installation of light and electrics will be during the week of 5<sup>th</sup> December 2018.
  - 6b.Play Area** Tony V explained that he had not been able to check the play area due to work commitments .Carole reminded us that she still has an old roundabout sitting in her shed, Tony V and Josh offered to get it removed to a metal dealer and hope to receive some value £.
  - 6c.Field** Tony V explained that he had not been able to check the field due to work commitments. Mr Bernard Worth has said he will be cutting the hedges for us when he has time.
  - 6d. Allotments** Keith O said no new updates

## **7. GRASS CUTTING & MOWER**

Sara H reminded us that we must not forget that the grass mower is likely to need a service. It has done 300 hours and had a major service last year. John S will look into which service will be appropriate and will advise committee accordingly. Action John S

## **8. VILLAGE QUESTIONNAIRE**

Flat surface areas: Chair reiterated his thanks to Roger Clarke for his time and advice last Saturday. Good discussions were had about positioning, size, finish of surfaces, use of this new area, equipment, etc. Any likely effect on proposed position and Air Ambulance landing site was discussed including do we need to move its position – an action plan as follows was agreed:-

- a. Explain our plans to Air Ambulance and seek their views. Mark out their landing site area on the field.
- b. Check other play areas to gain knowledge of what type of equipment we might consider and the space required – all weather? Multi Use? Josh C will check out Slade- Ilfracombe and Grazyna E will check out Braunton play areas. All trustees are urged to give thought to and make their own enquires before our next meeting. Regarding these proposed future works and the access of equipment and materials this will require improved access from our entrance in Farriel Lane – proposed double gate and pedestrian gate. Some work does need to be done anyway as there is a gate post needing attention.

## **9. FUTURE FUND RAISING IDEAS**

Sara H explained that she had asked if there was any possibility that we would loan a marquee to the Church for their Christmas Nativity, and possibly sell them our excess bar stock.

Everyone present was happy to do so.

During general discussions Tony V wondered if we should hold a number of small events such as May Day. Josh C suggested cycle racing and other fun events. We need to check with the insurance company to ensure they would cover us for any accidents.

Grazyna suggested a Big \Breakfast, but after discussion it was thought that with our small committee it might not be practical due to the work load.

A Cream Tea was thought to be a possibility and there would be a less intense work load.

Tony V wondered if we should hold a specific Fund Raising meeting.

## **10. AOB**

Chair John was asked if he could send out electronic copies of our constitution and Insurance Schedule and policy wording. Action John S.

Chair John gave Josh C our membership and Trustees application forms to fill in and return.

## **11. FUTURE MEETING DATES**

Next meeting agreed 21<sup>st</sup> January 2019 – NOTE new time of 7.00 pm.

As Sara H is going to be away and the Parish Hall is not available on 25<sup>th</sup> February we will need to re-schedule the AGM.

Meeting concluded at 8.45pm