

## WEST DOWN VILLAGE GREEN FIELD ASSOCIATION

### Minutes of the 5<sup>th</sup> ANNUAL GENERAL MEETING

Held at 7.30pm on Thursday 22<sup>nd</sup> February 2018 at West Down Parish Hall

**Present:** *Officers of the present Management Committee/Trustees* – Chairman, Mr John Stainer; Vice-Chair/Secretary, Mrs Dianne McGahran; Treasurer, Mrs Grazyna Ellis.

*Members of present Management Committee/Trustees* – Mr Roy Drew; Mrs Pauline Hart; Mr Paul Hillier; Mrs Sara Hodsman; Mrs Alison Hume; Mrs Carole King; Mr Pete McGahran; Mr Keith Oades. *Association Members:* Mr David Ayre; Mrs Sue Ayre; Mrs Pat Drew; Mr Martin Hodsman; Mrs Fay Hookway; Mr Terry King; Mr Andy Lyons; Mrs Jan Oades; Mr Barry Scobling; Mrs Sue Squire; Mr Tony Verney.

*Parishioner:-* Mr Fred Barker

**Apologies:** *Member of the present Management Committee/Trustee, Dr Adam Kwiatkowski; Association Member, Mr John Hookway*

#### **1. Welcome & Introductions**

Chairman, Mr John Stainer, opened the meeting by welcoming everyone, thanking them for attending and identifying the present Trustees.

#### **2. Minutes of the 4<sup>th</sup> AGM held on 21<sup>st</sup> February 2017**

The minutes were agreed and signed by the Chairman as a true record.

#### **3. Matters Arising from 4<sup>th</sup> AGM minutes**

Track around field – to be considered on release of Section 106 money

Storage Container now on site – thanks expressed to Bernie Worth for transporting across field

#### **4. Chairman's Report** by Mr John Stainer

*“The Community Field is managed by Trustees who act as the Management Committee, meeting most months to discuss and make decisions about the day to day and long-term actions needed and helping raise essential funds. The Committee has done a fantastic job over the last few years and continue to be enthusiastic to ensure that the Community Field remains fit for purpose.*

*The Community field is protected against disposal and development by a (Deed Of Dedication) with Fields in Trust in perpetuity. The Community Field is insured for third party liability by Allied Westminster, and we have in place health and safety, also Risk Assessment policies.*

*There are substantial financial costs in providing this facility for the parishioners of West Down, funds which have to be raised each year - costs such as field maintenance and insurance – also of course the cost of any projects undertaken such as the play area and equipment and of course such as maintenance and ongoing third party safety inspections to meet our insurance requirements.*

*Once again a big ‘thank you’ to all of our Committee for the time, enthusiasm and effort that you have given to ensure the continued success of this major community facility. Once again a Huge big thanks to Andy and Martin for the continued grass cutting which maintains the good condition of the field and looking after the Field Mower.*

Thank you to the West Down Parish Council for their continued financial support, and to the staff and children, of West Down School for producing the Dog Poo Awareness Posters which have been put up in the Community Field.

I would also thank Roger Clarke and family along with Jon Rodney-Jones for their continued support. This winter has been extraordinarily wet and has limited the fields use, although the annual football matches did take place. These wet conditions did impact on our ability to complete the installation of used play area See-Saw which we now hope to have installed by Easter, weather permitting. The site is now marked out.(Agenda Item) Last year saw the installation of a used storage container, this is being used to store the Marquee and other equipment.

Having been approached by members of our community we are working with the Devon Air Ambulance and West Down Parish Council to explore setting up a Night Landing within the Community Field.(Agenda Item).

**The Committee is small and shrinking. This is a major concern of mine, and unless we are able to encourage new committee members there is a real danger that the committee could fold and the village could lose control of YOUR community field. I have to say that the Committee was very disappointed with the lack of interest in attending the last public meeting in October. Please think long and hard about giving just a little time to help manage this very important village asset. Join Us, Future projects cannot happen without your involvement."**

## **5. Treasurer's Report by Mrs Grazyna Ellis**

This has been a healthy year financially. As itemised on the circulated Financial Summary sheet the income generated in the last year was just under £5,000 and Expenditure just under £3,000

Regular income comes from Allotment Rents and a small Wayleave pay't from Western Power.

Our annual Village Fayre and Dog Show generated over £1800 (thanks to Alison Hume for organising the Dog Show) and just over a £1000 was raised by Jose and The Hot Dogs – grateful thanks to the band.

The Xmas raffle raised £302. This year we received a generous £800 grant from West Down Parish Council

The largest expenditure this year was the Container.

Regular expenses are insurance, site maintenance including mower and grass cutting, admin costs, licences. We appreciate being given favourable rates for hiring the Iron Room for meetings.

The project undertaken by the school produced 'dog poo posters' which we have displayed around the site.

Funds for ongoing projects or expenses are Ringfenced – at present just under £4,000 – leaving the amount available in General Funds at slightly over £8,000

A full inspection of the Play Equipment is due in March 2018 – anticipated cost c.£200

The Chairman reiterated that whilst funds are healthy, which is only due to the support of everyone that has put us in this financial position, we must remain mindful of the future.

## **6. Election of Trustees/Management Committee Members**

Due to other commitments, Dr Adam has resigned from the Committee. He has been a valued and actively involved member and although stepping down he has offered to continue to support and help when able. Mr Tony Verney has volunteered to join, although he will find it difficult to attend meetings due to his evening work commitments he is happy to help out around his business hours and will take on Site and Play Area checks. The Trustees/Management Committee of Roy Drew, Grazyna Ellis, Pauline Hart, Sara Hodsman, Alison Hume, Carole King, Dianne McGahran, Pete McGahran, Keith Oades, John Stainer & Tony Verney were elected en-bloc – proposed by Andy Lyons, seconded by Fred Barker and agreed by all present.

## **7. Play Area Update**

Seesaw – Mr Jon Rodney-Jones took it away to renovate and it is ready to be installed. The area has been marked and Mr Roger Clark will use his machinery to dig out the ‘hole’ and provide fencing to secure it until ready to use. Rhino Play have been asked to provide and install rubber safety matting and to inspect it prior to use. Our insurance costs will slightly increase.

Sara & Martin Hodsman feel that the Play Equipment is not being used and children continue to ‘play’ in and around the village car park, which is ‘an accident waiting to happen’.

Sara suggested that money should be spent on providing something for teenagers such as an all-weather, tarmac area. Paul Hillier suggested multi-purpose posts that can be used for goals or netball. Sara proposed that the Committee look into this project and Paul seconded it.

Alison Hume offered to check out the costs.

Mr Roy Drew pointed out that there was also nothing on site for older people – fitness items which has previously been looked into would be suitable for both teenagers and older people.

The small plastic goal posts need new netting and anchors.

## **8. Devon Air Ambulance Landing Site**

The Air Ambulance, whose aim is to have 200 landing sites in N.Devon, have been inundated by people offering sites. The Community Field has been approved as a suitable site. The Parish Council are applying for planning permission for a 30’ pole with landing light for helicopters coming in from the East. Access to the village for stretchers would be via Garden Lane. The cost to the village (not the Community Field) would be circa £3500 but there are grants available. The air ambulance team does not require hard standing or pathways, but Mr John Stainer is looking into further funding possibilities for a hard path from Garden Lane to the landing site, c£7500, as improving this access would also benefit the community. Mr Barry Scobling suggested that that an all-weather landing site could double up as an all-weather play area.

## **9. Health & Safety**

The posters designed by the school children resulted in a reduction in the amount of dog mess but fouling is still an issue. When walking their own dogs, Mrs Dianne McGahran & Mrs Pauline Hart regularly find and pick up mess left behind by other owners.

The dismantled goal posts beside the container need to be removed from the site.

### **Allotment Update**

Mr Keith Oades reported that everything is going well and that 2017 had been a productive year. Surplus vegetables had been taken to the community shop which villagers could help themselves to in exchange for a donation to the shop. There is one vacant plot. Keith thoroughly recommends the raised bed method for ease of gardening. The rabbits continue to be a problem for which the services of Mr Barry Scobling's ferrets are required!

### **11. 2018 Annual Fayre**

Sunday 8<sup>th</sup> July – Village Fayre & Dog Show and Turbine Run

### **12 Future fund raising ideas from the floor**

A Walking Treasure Hunt around the village which Mrs Jan Oades will look into

A mid-summer quiz

A bingo evening.

### **13 Volunteers**

Volunteers needed – the Chairman asked all present to encourage people to come forward.

### **14 Any Other Business**

- Mrs Sara Hodsman was acknowledged and thanked for also regularly cutting the grass.
- A new major service kit for the mower needs to be purchased.
- Mr John Stainer is holding the Santa outfit which is available for use by members of the community – to be returned clean and washed ready for the next use.

There being no other business the Chairman again thanked everyone for attending and for their participation and closed the AGM at 9.05pm.