

# Cheveley Pavilion & Recreation Ground Charity

Registered Charity Number 1082799

59 West Street, Isleham, Ely, Cambs, CB7 5SD  
Telephone: 01638 780835

---

## **CHEVELEY PAVILION & RECREATION GROUND CHARITY MEETING** **HELD IN CHEVELEY COMMUNITY ROOM** **ON TUESDAY 10<sup>TH</sup> OCTOBER 2017**

### **MINUTES**

**Present:** Claire Elbrow, Jane Gibson, Jaquilyn Hascombe-Brook, Ian Jackson (Chair), Richard Jackson, Sheila Marvin, Brent Noble, Tracey Peel and Sallie Thomas.

**Secretary:** Mrs Marilyn Strand

The meeting was opened at 9:56pm.

- 1. Apologies and approvals for absence** – apologies received and accepted from James Hadlow and Sue Willows.
- 2. Declaration of Pecuniary Interests** – Ian Jackson declared a personal interest in item 6 (b)(2) as Secretary of Cheveley Sports Club.
- 3. Approval of Minutes** of the meeting held on 12<sup>th</sup> September 2017 – AGREED and signed by the Chairman.
- 4. Matters Arising including reports from the Secretary and Trustees.**  
Report from the Secretary – NOTED:
  1. The new dog waste bin and replacement litter bin were due to be installed on 2<sup>nd</sup> October but this had been postponed due to illness. The contractor will provide a new date as soon as possible.
  2. Goal post sockets were installed by ARW Services on 13<sup>th</sup> September.
  3. An estimate for the replacement of the lead flashing at the pavilion, and the clearing of the gutters, is awaited from the handyman.
  4. The Charity accounts for the years 2014/15, 2015/16 & 2016/17 were submitted to the Charity Commission online on 14<sup>th</sup> September.

Sheila Marvin said that the upholstered chairs had been left next to the heating units creating a potential fire hazard when the heating is on. The heating will be switched on from November through to February.

#### **5. Finance**

- (a) Bank account update: the application with Nat West is in progress.

#### **6. Pavilion & Recreation Ground Matters**

- (a) Update on feasibility study and report from meeting with Cambridgeshire ACRE, Wednesday 4<sup>th</sup> October: the interim report from the feasibility study had been circulated to all trustees. All consultee responses from those who will use, or potentially use, the facility have now been received and included in the report. The report includes a 3-year management plan but not a business plan at this stage. Once the feasibility study has been completed its recommendations regarding improvements and design will be discussed by Councillors at the next PC meeting before it is taken any further forward in regard to public consultation or the production of a business plan. It is important to engage the community on this and to that end, it will be publicised on Social Media that this is to be discussed again at the next meeting.
- (b) Report (written) from the Pavilion & Recreation Ground working group meeting held on 29<sup>th</sup> August 2017 including:

1. Approval of wording for new recreation ground signage: the design and wording for new signage at the recreation ground was approved: blue background with gold lettering – AGREED. The design and wording for the signage in the children’s play area sign was approved: blue background with gold lettering – AGREED.
2. To consider request from Cheveley Sports Club to erect a sign bearing the name of the club beneath the new sign at the recreation ground entrance: a sign will be erected to promote Cheveley Sports Club and any other parish organisation that wants to be represented (to be paid for by each organisation) – AGREED.

Ian Jackson will obtain quotations for the signs and bring these back to the next meeting.

3. To consider trimming trees on the western boundary that might otherwise damage the new fencing: quotations for the work will be obtained and brought back to the next meeting.
  4. To purchase a ‘Please do not park in front of this entrance’ sign to be placed near the bollards: cross-hatching will be investigated instead of signage – AGREED.
- (c) Update on recreation ground wall repairs: work has begun. Lime mortar will not set in cold weather therefore during the winter months, work will concentrate on chipping out the old concrete. This should be completed by April when the lime mortar can be applied.
- (d) Update on boundary wall agreement – no update was available.
- (e) To consider extra cuts of the recreation ground recommended by McGregor Services – AGREED. It was also agreed for the play area to be cut again if necessary.

## **7. Date of next meeting**

14<sup>th</sup> November.

## **8. Matters for future consideration**

Skate park.  
Teenage shelter.  
Bollards at recreation ground.  
Feasibility study.

The meeting was closed at 10:35pm.