

Cheveley Pavilion & Recreation Ground Charity

Registered Charity Number 1082799

59 West Street, Isleham, Ely, Cambs, CB7 5SD

Telephone: 01638 780835

Chairman: Mr Ian Jackson

CHEVELEY PAVILION & RECREATION GROUND CHARITY MEETING **HELD IN CHEVELEY COMMUNITY ROOM** **ON TUESDAY 9TH JANUARY 2018**

MINUTES

Present: Alison Day, Claire Elbrow, Jane Gibson, James Hadlow, Sheila Marvin, Brent Noble, Tracey Peel, and Sue Willows.

Secretary: Marilyn Strand

The meeting was opened at 9:05pm.

- 1. Apologies and approvals for absence** – apologies received and accepted from Jacquilyn Hascombe-Brook, Ian Jackson and Sallie Thomas. Claire Elbrow Chaired the meeting.
- 2. Declaration of Pecuniary Interests**
Tracey Peel declared a personal interest in item 7 (b) Public consultation for skate park and MUGA.
- 3. Open Forum for Public Participation**
None.
- 4. Approval of Minutes** of the meeting held on 12th December 2018 – AGREED and signed by the Chairman. In the absence of a specific process for charity meetings, it was agreed that the same process used for Parish Council meetings would be followed.
- 5. Matters Arising including reports from the Secretary and Trustees.**
Report from the Secretary NOTED as follows:
 - SJP Garden Services has been instructed to carry out the fencing work at the recreation ground as soon as possible. The contractor supplying and fitting the bollards requires a deposit and will carry out the work as soon as possible once this has been received.
 - Line Master has been instructed to carry out the cross-hatching in the car park as soon as possible.
 - Hamill Landscapes has been asked to quote for trimming the trees on the Southern boundary of the recreation ground.

Line Master had telephoned to say that, due to adverse weather conditions, they had been unable to carry out any line painting for eight weeks. However, they will be in touch as soon as possible with a date to carry out the work.

6. Finance & Administration

- (a) Bank account update – Nat West has now received the paperwork and the application is being processed.
- (b) Trustees' liabilities – this item was deferred to the next meeting.

7. Pavilion & Recreation Ground Matters

- (a) Update on recreation ground boundary dispute - a meeting has been arranged for Friday 12th January with Aaron Menuhin of FMC Whatley Lane Solicitors. All members of the Parish Council, as sole trustee of the Charity, are invited to attend this meeting.
- (b) Public consultation for skate park and MUGA – the following actions were AGREED: -
 - Ian Jackson and Tracey Peel will liaise to put together a consultation document to be distributed with the Parish Council's newsletter in February. The document will give a factual presentation of the proposed scheme, including costs and photographs, and will be made widely available to residents

of both North and South Wards via Social Media, the Parish Council website, notice boards and via the newsletter. The document will be circulated by Friday 19th January to all members of the Parish Council in advance, via the Secretary.

- A consultation letter will be sent to residents who live in close proximity to the recreation ground.
 - A drop-in event will be arranged for a Saturday at the end of February to be held in the Community Room, Park Road. This will give residents the opportunity to look at the plans and give their feedback on the proposal. The event will be advertised via all available media outlets as above. Posters will also be placed in prominent venues in both North and South Wards.
- (c) To consider insurance liabilities for giving keys to pavilion hirers – it is the responsibility of the Charity with regard to who may be given keys to the pavilion. However, if a break-in occurs and there is no sign of forced entry, the incident would not be covered by the insurance policy. It might be possible for hirers to collect and drop-off keys to and from key-holders but an agreed process for this would be needed.
- (d) To consider quotation to repair matting under Cableway - the quotation for £239.05 incl. VAT was accepted - AGREED. The Charity will make a formal request to the Parish Council for funds to cover this cost.
- (e) Date of next Pavilion & Recreation Ground Working Group - this item was deferred to the next meeting.

8. Date of next meeting

13th February, 13th March.

9. Matters for future consideration

Pavilion improvements; skate park.

The meeting was closed at 9:55pm.

Signed: Approved and signed by the Chairman Dated: 13th February 2018