

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 12TH JUNE 2018**

MINUTES

Present: Alison Day, Claire Elbrow, Jane Gibson, James Hadlow, Jaquilyn Hascombe-Brook, Ian Jackson (Chair), Brent Noble, Sallie Thomas and Sue Willows.

Secretary: Marilyn Strand

There were no members of the public present.

The meeting was opened at 9:01pm.

- 1. Apologies and approvals for absence** – Tracey Peel (unwell) and Sheila Marvin (personal).
- 2. Declaration of Pecuniary and Non-Pecuniary Interests**
None.
- 3. Open Forum for Public Participation**
None.
- 4. Approval of Minutes** of the Annual General Meeting held on 8th May 2018 – AGREED and signed by the Chairman.
- 5. Matters Arising including reports from the Secretary and Trustees.**
Secretary's report NOTED as follows:
 - The lock on the toilet door at the pavilion will be replaced within the next couple of weeks. Update – this is being replaced tomorrow.
 - The insurance certificate displayed at the pavilion is current (to September 2018).

Ian Jackson has tidied away the whole bricks from the damaged barbeque and stored them in the pavilion.

6. Finance & Administration

Payments for consideration and approval this month – AGREED.

| (a) Ref: | Payee/Item | Chq. No. | Total |
|----------|--|-------------|-----------------------|
| (1) | ECDC play area inspection – May 18 | DD | £30.00 |
| (2) | McGregor Services | 000004 | £598.80 |
| | <u>Total payments for the month</u> | | <u>£628.80</u> |

7. Pavilion & Recreation Ground Matters

- Update on proposal for improvements to pavilion – quotations had been received from 4 architects. It was agreed that a decision would be based on previous work carried out by the architects and not solely on cost. All quotations were based on the same specification. Following discussion, it was proposed to accept the quotation from PCH Associates for £2,800 +VAT. Trustees voted 5 in favour, 3 against with 1 abstention and the proposal was CARRIED. It was agreed that drawings should be ready by the July meeting (or August meeting at the very latest) for consideration.
- Repairs to barbeque and recreation ground wall behind recycle bins (handyman) – it was agreed to ask the handyman to dismantle the barbeque saving any whole bricks for a future rebuild if necessary.

The organisers of the Dog Show had asked if they could bring their own barbeque onto the recreation ground as this one is out of action however, it was agreed that the other barbeque in the far corner should be sufficient.

Repair of the wall behind the recycle bins is on hold pending further information from Collaboration 23 Construction.

- (c) Replacement of litter bin within fenced play area – cost £348.56 +VAT – AGREED.
- (d) To note playground inspection report and action taken – the PC has already addressed the issue in regard to the damaged barbeque. A quotation for repairing the loose end beam on the adventure trail will be obtained from Fenland Leisure.
- (e) To consider quotation from McGregor Services for trimming trees in the recreation ground - £80 + VAT plus £40 +VAT for removal and disposal of cuttings – AGREED.
- (f) To consider quotation from SDH Property Maintenance (handyman) for removal of sign and teenage shelter – it was AGREED to accept the quotation for £150 to remove these however, the holes should only be back-filled with earth and not concrete. Therefore, if necessary, the quotation can be agreed up to £200. The PC will need to dispose of the items separately as SDH is not a registered waste disposal carrier.

8. Date of next meeting

10th July.

9. Matters for future consideration

Weeds on the recreation ground wall need spraying by McGregor Services.

The meeting was closed 9:32pm.

Signed: Approved and signed by the Chairman Dated: 10th July 2018