

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 10TH JULY 2018**

MINUTES

Present: Alison Day, Claire Elbrow, Jane Gibson, Jaquilyn Hascombe-Brook, Brent Noble, Sheila Marvin, Sallie Thomas and Sue Willows.

Secretary: Marilyn Strand

There were no members of the public present.

The meeting was opened at 9:32pm.

1. Apologies and approvals for absence

James Hadlow and Ian Jackson (work commitments); Tracey Peel (unwell). Claire Elbrow chaired the meeting in Ian Jackson's absence.

2. Declaration of Pecuniary and Non-Pecuniary Interests

Claire Elbrow declared a personal interest in item 7 (b) – pavilion cleaning.

3. Open Forum for Public Participation

None.

4. Approval of Minutes of the Meeting held on 12th June 2018 – AGREED and signed by the Chairman.

Sheila Marvin said that it was disappointing that the barbeque in the recreation ground wasn't going to be rebuilt given that we are just coming into the summer season however, it was pointed out that there would still be a workable barbeque for members of the public to use.

5. Matters Arising including reports from the Secretary and Trustees.

Secretary's report NOTED as follows:

1. The lock on the toilet door at the pavilion has now been replaced.
2. SDH Maintenance Services will begin work on 'handyman' tasks on Monday 9th July.
3. The toilet and outside tap had been turned off and the bollards to the rear car park were raised for approximately 10 days for risk management purposes. All re-opened on 24th June.
4. Rec ground wall update – Mark Harris has said that he is testing the wall at regular intervals for moisture content. Currently the moisture levels are still too high for the lime mortar to be applied. Weeds on top of the wall have now been sprayed by McGregor Services and this will help reduce moisture levels.
5. Trees at the back of the recreation ground, and one tree in the car park, have now been trimmed back.
6. The new litter bin for the children's play area will be installed mid-July by SJP Gardening Services.
7. McGregor Services removed a pile of rubbish which had been used to build a 'den' in the corner of the recreation ground (on top of the BBQ) and this had cost £10.

Matters reported at the meeting were:

1. The handyman had demolished the barbecue and removed the teenage shelter and old sign at the recreation ground yesterday. The Assembly Point sign had also been put up on the wall, and the fence which had been damaged last week had been replaced. The leaking cold tap in the pavilion kitchen will need to be replaced.
2. The new litter bin for the children's play area had been installed today.

3. Some children had remodelled the 'bumps' at the back of the recreation ground and had made a good job of it. It should be noted that all Councillors confirmed they were not approached for permission regarding this activity and it was not presented at a Charity or PC meeting. Although the children have made an excellent job, it would be helpful to have ideas presented at a Charity meeting so that both the Charity and PC are aware of any potential risks which could affect the safety of other residents and the Charity insurance policies.
4. The Charity would like to thank the resident from North Ward who regularly picks up litter in the recreation ground.
5. The wooden frame which used to be on the front of the recreation ground wall has disappeared and this will be investigated further.

6. Finance & Administration

(a) Payments for consideration and approval this month – AGREED.

Ref:	Payee/Item	Chq. No.	Total
(1)	ECDC play area inspection – Jun 18	DD	£30.00
(2)	McGregor Services – Jun 18	000005	£399.60
(3)	Glasdon UK – dog waste bin	000006	£389.46
(4)	Harper Fencing Ltd	000007	£324.00
Total payments for the month			£1143.06

(b) To note monies received:

- Pavilion booking fees - £100.00.
- Recycling credit - £180.00

NOTED.

(c) Proposed Q1 2018/19 accounts/bank reconciliation – NOTED.

(d) To reimburse PC for Q1 expenditure on behalf of the Charity:

April – previously reported; May - £24.00 (DD) ECDC play area inspection, £21.95 (DD) Wave (water); June - £30.00 (DD) ECDC play area inspection. **Total: £75.95 – AGREED.**

(e) To consider paying a proportion of costs incurred by the PC in the execution of the Charity's administration – it was agreed that 50% of the administration costs currently paid by the PC should be paid for by the Charity in order to truly reflect the cost of running the pavilion and recreation ground. This can be transferred at the end of each quarter or at the end of the financial year. It is likely that the Charity will need to ask the PC for a further grant this year due to extra expenditure on new signage, fencing and play equipment repairs.

7. Pavilion & Recreation Ground Matters

(a) Pavilion improvements: update – none available. This item was deferred to the next meeting.

(b) To consider quotations to clean pavilion – the quotation from Commercial Cleaners Ltd for £95.00 +VAT was accepted – AGREED. The clean should take place before the Dog Show on Sunday 22nd July. It was also agreed to purchase new taps for the kitchen sink in the pavilion.

8. Date of next meeting

14th August.

9. Matters for future consideration

Pavilion Improvements – drawings should be available in time for the August meeting packs (Thursday 9th August).

The meeting was closed at 9:50pm.

Signed: Approved and signed by the Chairman Dated: 14th August 2018