

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 FEBRUARY 2019

MINUTES

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

There were no members of the public present.

The meeting was opened at 9pm.

In the absence of the Secretary, the minutes were taken by Sheila Marvin.

1. Apologies and approvals for absence

Ian Jackson (work), Jacquilyn Hascombe-Brook (personal)

2. Declaration of Pecuniary and Non-Pecuniary Interests

None.

3. Open Forum for Public Participation

None.

4. Approval of Minutes of the Meeting held on 8th January 2019 – AGREED and signed by the Chairman.

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

Report from the Secretary NOTED as follows:

1. Green Wood Tree Surgery completed the recreation ground tree works week beginning 21st January.
2. Cllr Elbrow has been issued with a full set of keys to the pavilion. Cllr Marvin's key to the left-hand store padlock has now been replaced.
3. The Charity's accounts for the year ended 31st March 2018 were uploaded to the Charity Commission website on 27th January.
4. The contact address for the recreation ground has been updated with HM Land Registry. The two addresses held are the Clerk's and the Chairman of the Parish Council.
5. The Secretary queried the Wave bill (pavilion water) as the volumetric charge was very high. Wave explained that a true meter reading had been taken on 13th December 2018 and this bill was a 'catch up' on previous estimated readings being too low. The bill should return to a more usual level next time.

Other matters reported at the meeting

- Fire & Safety Solutions PAT and fire extinguishers/blanket checks had been completed satisfactorily. Some repairs are needed to the emergency lighting (see item 7 (c)).

6. Finance & Administration

Payments for consideration and approval this month: - AGREED.

(a)	Ref:	Payee/Item	Ref	Total
	(1)	ECDC play area inspection – Jan 18	DD	£30.00
	(2)	McGregor Services – Jan 18	000020	£96.00
	(3)	Wave – pavilion water Oct 18-Jan 19	DD	£98.74
	(4)	New Print Ltd – consultations	000021	£62.40
	(5)	PCH Associates – display boards	000022	£336.00
	(6)	PCH Associates – map	000023	£207.26

(7)	Fire & Safety Solutions – tests	000024	£210.54
(8)	Green Wood Tree Surgery	000025	£5,346.00
(9)	Green Wood Tree Surgery	000026	£949.50
	<u>Total payments for the month</u>		<u>£6,386.94</u>

- (b) To note monies received: -
- Recycling credit - £180
- NOTED.

- (c) Proposed Q3 accounts/bank reconciliation – AGREED.

7. Pavilion & Recreation Ground Matters

- (a) To consider insurance settlement re: recreation ground wall repair following road traffic collision – revised quotation received: it was AGREED to a cash settlement with the insurance company based on the revised quotation of £5,209.00.
- (b) To note correspondence from resident re: tree works on the recreation ground – NOTED.
- (c) To consider quotation from Fire & Safety Solutions for the repair of 5 emergency lights at the pavilion – the quotation for £157.80 +VAT was accepted and AGREED.
- (d) To consider information re: Fields In Trust (FIT) – registration of recreation ground – Sheila Marvin will arrange a site visit and draft an application to FIT.
- (e) Pavilion improvements – report from public consultations: the results of the consultation will be collated and analysed and reported to the March meeting.
- (f) To consider report from Green Wood Tree Surgery- results of PICUS testing on 3 trees, and consideration of quotation to carry out work as recommended: it was AGREED to carry out all recommended work and to accept the quotations as follows: -
- Beech – fell to ground level, £2,190 +VAT.
 - Horse Chestnut x 2 – reduce lateral limbs £1,040 +VAT.
- It was agreed that the Beech should be felled as soon as possible and before leaves appear. The trunk will be left on site near to the wall in the wild area. A notice will be placed at the recreation ground informing residents that the Beech must regrettably be felled for safety reasons. Work on the Horse Chestnuts should take place at the same time if possible, or in the Autumn. Green Wood Tree Surgery will also be asked to erect the tyre swing on an Oak at the bottom corner of the field.
- (g) Removal of dumped rubbish at the recreation ground – a response is awaited from ECDC regarding possible costs of removal.

8. Date of next meeting & Matters for Future Consideration.

12th March 2019.

Deed of Easement.

Barbeque in recreation ground.

Listing of brick wall at the recreation ground (JH)

Fields In Trust update (SM)

Somerset Court consultations

CCTV at recreation ground car park.

Results of Pavilion consultations.

The meeting was closed at 9:40pm.

Signed: Approved and signed by the Chairman

Dated: 12th March 2019