

Cheveley Pavilion & Recreation Ground Charity

Registered Charity Number 1082799

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

Telephone: 01638 780835

Chairman: Ms Claire Elbrow

CHEVELEY PARISH COUNCIL AS SOLE MANAGING TRUSTEE OF CHEVELEY PAVILION & RECREATION GROUND CHARITY

**HELD IN CHEVELEY COMMUNITY ROOM
ON TUESDAY 11TH FEBRUARY 2020**

MINUTES

Present: Alison Day, Claire Elbrow (Chairman), Richard Fullerton, Jane Gibson, Sheila Marvin, and Sallie Thomas.
Secretary – Mrs Marilyn Strand.

There were 6 members of the public present.
The meeting was opened at 8:28pm.

The Chairman read out a statement reminding members of the public that any comments they have on items on the agenda should be made during the Open Forum only. In particular, the presentation by KJ Architects (item 7(a)(1)) is to be a presentation to members only and not an opportunity for public participation and questions at this stage.

1. Apologies and approvals for absence

James Hadlow, Brent Noble & Sue Willows.

2. Declaration of Pecuniary and Non-Pecuniary Interests

None.

3. Open Forum for Public Participation

A member of Cheveley Sports Club asked if the club could have ad-hoc access to the pavilion on Wednesday evenings during May, June, July & August for their adult sessions so that these can run whether the weather is good or bad. This could be facilitated by allowing the club a set of keys, or by keyholders being available on an ad-hoc basis. (See item 7 (a)(4) below).

4. Approval of Minutes of the meeting held on 14th January 2020 – AGREED and signed by the Chairman.

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

Report from the Secretary NOTED as follows: -

1. The Barnardos clothes bank has now been removed from the car park. The Salvation Army bank (run by the PTFA) is being moved towards the entrance and against the wall.
2. The signed Deed of Easement between the PC and neighbouring residents of the recreation ground has now been received. This will be registered against the PC's Title Deed if this has not already been done by the solicitor.

Other matters reported at the meeting: -

- Some bags of clothes had been left by the recycling bin and the PTFA had been informed of this. The bin will be moved against the wall to allow more space for parking.
- The PIR light on the north of the pavilion is not working properly and this will be reported.
- Fire & Safety Solutions had suggested purchase of a log book to record fire and safety checks at the pavilion.
- Recreation ground wall – work had not yet been restarted and this will be followed up by the Secretary.

6. Finance & Administration

(a) Payments for consideration and approval this month: -

- Wave (water) - £13.48 (Direct Debit) – AGREED.

(b) To note Accounts and Trustees' Annual Report 2018-19 (submitted to Charity Commission 31st January 2020) – NOTED.

(c) Charity Commission guidance on public benefit – this had been circulated to all members.

7. Pavilion & Recreation Ground Matters

(a) Pavilion:

1. Presentation of findings and designs for pavilion project from KJ Architects – Keith Johns gave a presentation of his drawings and answered questions. The drawings consisted of two schemes – Scheme A (refurbishment) and Scheme B (new build). Mr Johns had also provided information on the current building together with an explanation of each scheme and its estimated cost. Members of Cheveley Sports Club were asked for their response to the drawings by 22nd February.
2. To note VAT advice from SLCC re: pavilion project – this was circulated to all members at the meeting. It was noted that VAT would be payable on a refurbishment project but not on a new build.
3. To consider request from PCC to borrow 8 tables for the village fete on 31st May 2020 – AGREED.
4. To consider request from Cheveley Sports Club (CSC) for keys to facilitate use of the pavilion – members voted on a proposal to allow CSC a set of keys to the pavilion 3 in favour and 3 against. The Chairman used her casting vote and the proposal was NOT CARRIED. Both keyholders are happy to be called upon to open up on a Wednesday as necessary and their contact details are displayed at the pavilion. It was agreed that CSC would only be charged for use on Wednesdays when inclement weather meant they had to use the pavilion, although Wednesday evenings would be set aside as being booked. It was agreed to make 5 tables available for each session, with the exception of the New Year's Day booking when they would not be needed.

(b) Correspondence from Suffolk County Council and complaint (verbal) from resident re: dangerous dogs on the recreation ground – NOTED. Fordham PC had written to say that they are in the process of putting a Public Spaces Protection Order in place at their recreation ground which would mean dogs must be kept on a lead at all times and may only walk around the perimeter of the grounds. It was agreed that Cheveley PC would not want to take this route for the time being. However, it was AGREED to purchase a sack dispenser for use by dog walkers at a cost of £76.91 +VAT (plus bags) to try to protect the area from being littered by dog faeces. More signage reminding visitors to pick up after their dogs will be considered if this problem does not improve.

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

10th March; 14th April.

Fenced area in recreation ground for dogs.

The meeting was closed at 9:38pm

Signed: Approved and signed by the Chairman

Dated: 10th March 2020