

# Cheveley Pavilion & Recreation Ground Charity

Registered Charity Number 1082799

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

Telephone: 01638 780835

Chairman: Ms Claire Elbrow

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**CHEVELEY PARISH COUNCIL AS SOLE MANAGING TRUSTEE OF**  
**CHEVELEY PAVILION & RECREATION GROUND CHARITY**  
**HELD ONLINE VIA ZOOM MEETING PLATFORM**  
**ON TUESDAY 13<sup>TH</sup> OCTOBER 2020**

## MINUTES

**Present:** Claire Elbrow (Chairman), Alison Day, Richard Fullerton, Jane Gibson, James Hadlow, Sheila Marvin, Brent Noble, Sallie Thomas and Sue Willows. Secretary – Mrs Marilyn Strand.

There were 2 members of the public present.  
The meeting was opened at 9.36pm.

**1. Apologies and approvals for absence**

None.

**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 8<sup>th</sup> September (to be signed at a later date) – approved as a true record.

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

Report from the Secretary NOTED as follows: -

1. No update has been received from the contractor working on the recreation ground wall.
2. The Public Liability insurance certificates have been updated in the pavilion.
3. The fish and chip vendor has been told he may park on the yellow hatched area in the car park if the car park is busy.

Other matters reported at the meeting: -

- Pavilion security lights – one of these is not working at all and the other comes on but goes straight off again. Ollington Electrical will be asked to come and repair these.
- Emergency lighting/smoke alarm – Cllr Marvin had checked these and replaced the battery in the smoke alarm so that it is now working. The emergency lights were found to be working correctly. A record of the checks had been displayed on the pavilion notice board.
- One of the 'No Dogs Allowed in the Play Area' signs needs replacing.
- It was agreed to close the outside toilet after the half term holiday.

**6. Finance & Administration**

(a) Payments for consideration and approval this month:

- Eon (electricity Jun-Sep 2020) - £30.85.

NOTED.

(b) Proposed Q2 accounts and bank reconciliation – NOTED.

**7. Pavilion & Recreation Ground Matters**

(a) To note ECDC play equipment inspection report – NOTED. It was agreed to ask the handyman to look at minor issues that had been raised. The brake on the cable way was flagged as not working but had been marked as 'low risk'. This will be clarified with the inspector.

- (b) Grounds maintenance – the area around the goal mouths is worn and the goal posts need to be moved so that this can be rectified. Cllr Fullerton will move the posts and McGregor Services will be asked to restore the worn areas.
- (c) Car park – repair of pot hole: it was AGREED to purchase a pot hole repair kit for £29.99 +VAT and to ask the handyman to repair the pot hole.
- (d) Covid-19 – update on current guidance in relation to recreation ground & pavilion – posters reminding residents of social distancing are still in place around the play area.

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

10<sup>th</sup> November.

The meeting was closed at 9:46pm.

Signed: Approved

Dated: 10<sup>th</sup> November 2020