



## QUEEN CAMEL PARISH COUNCIL

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# Minutes of Meeting of the Queen Camel Parish Council Playing Field Management Committee on Monday 3<sup>rd</sup> April 2023 at the Memorial Hall, Queen Camel at 7.30pm

**Present:** Cllr Mike Baker (MB), Ian Conway (IC), Cllr Angus Davidson (AD), Sue Gettings (SG), Cllr Phil Jones (PJ) (Chair), Terri Plummer (TP), Stewart Willes (SW).

**Public Question Time:** One member of the public present. No questions asked.

**PF04/01 Apologies for absence**

The following apologies were received: Marian Davis

**PF04/02 Declarations of Interest**

None declared.

**PF04/03 Minutes of previous meeting to be confirmed as correct.**

It was **RESOLVED** to approve the minutes of the Playing Field Management Committee meeting of 9/1/23 as an accurate record of the meeting.

**PF04/04 Correspondence.**

**a. Request to hire Cricket Pitch for Private match (QCCC member)**

Enquiry for use of cricket pitch by a QCCC member on 24/6 when pitch is free.

It was **RESOLVED** that as the Cricket Club upkeep the wicket on behalf of the PC and pay an annual fee, they should be asked if they would manage private bookings and set pitch fees in order to assist with their fund raising so long as public indemnity insurance is covered.

**b. Request for additional electric sockets in pavilion (PAFC)**

The Play Area Fund Raising Club (PAFC) have asked for and costed the installation of electric sockets in the pavilion for bouncy castles at the Village Fayre. PJ updated the meeting that he had responded asking the PAFC to make the request through their nominated councillors.

**PF04/05 Chairperson's Report**

PJ advised that the PFMC meetings would be held in the Memorial Hall as a sign of support for their fund raising. Actions could now be managed through meeting minutes.

Playing field Risk Assessments have been reviewed and adopted and amendments of the PFMC Terms of Reference have now been approved by the PC and therefore the PFMC will be able to elect a new Chair from its membership at its next meeting.

PJ thanked SG for arranging additional Dog Fouling signs through SSDC and explained a review of dog bins around the village has been requested through SSDC.

PJ thanked TP for organising the servicing of the tractor, with Oil change and check of fuel lines to be completed. The ride-on mower also to be checked.

New signs have been purchased for the Pavilion doors (invoice not yet received) and the new plastic football/rugby goals have arrived and will be erected in the coming weeks.

**PF04/06 Administration Report**

- a) No update on the progress of the showcase event
- b) PJ reminded the PFMC of the desire to share the load and for individuals to hold roles of responsibility for different aspects of the Playing Field. He will lead on the upkeep of the Pavilion. Other tasks remain unallocated.

**PF04/07 Pavilion Report**

- a) PJ updated that the water stock cock had been replaced and we still wait the invoice. The damaged lagging is being replaced. Two Fluorescent light starter units and been obtained to be fitted.
- b) PJ and a parishioner will take the lead on deep cleaning the pavilion after the last football match ready for the cricket season. Paint has been purchased for the exterior of the pavilion. It was suggested approaching the Scouts/Girl Guides to see if they would assist in painting the pavilion.
- c) Installation of an Electric Smart meter scheduled for 3/5/23 after two previous attempts. PJ updated the meeting that the Pavilion electricity had been credited with £150 in March as part of the Government support and the account stands at £138.70 following March's bill.

**PF04/08 Playing Field Report**

**1) Field**

- a) The Grass Cutting rota is being finalised although it was noted that the Cricket Club had cut and rolled the field at the weekend. AD and Rob Hinks will continue to be responsible for the Paly Area and PJ will deal with the perimeter and asked for other volunteers.
- b) PJ stated that there were two home games left for Bullets FC but with the absence of any groundsman for this winter, they will need to be advised to find other facilities. With the cost of line marking paint and electricity there is little financial benefit from individual pitch hire.
- c) SG updated the PFMC that she and AD are due to start building the compost bins in the coming weeks.
- d) AD agreed to lead on the installation of the donated Jubilee commemorative bench and remove the old one. PJ and IC agreed to assist. Once installed the donation will be acknowledge and publicised.
- e) PJ stated that wood preserver had been purchased for the gates and posts at the south east corner of the field and will coordinate application.

**2) Play Area (No outstanding actions)**

- a) PJ updated that there was no change to the condition of the Play Area and stated that a payment had been made to SSDC for the Quarterly inspections. SG queried if these inspections were necessary and was reminded that it had been established that it was a requirement of the Insurance for one significant annual review, quarterly inspections and local regular inspections.
- b) PJ updated the PFMC on the progress of the replacement to the Play Area and the ongoing enquiries with the County Council owned land. Current funds held by the PC as reported in the last PC meeting 20/3/23. (£30416 as set out on PC website and pledge of £9808 from National Highways).

**3) Equipment**

- a) IC to make enquiries as to the servicing of wicket roller.
- b) AD to make enquiries to coordinate the sharpening and servicing of the gang mowers.

**PF04/09 Club Reports**

**Cricket Club:** SW updated that the youth teams were fully subscribed for the coming season including a full girls' team. He asked for the Ladies toilet to be spruced up and suggested grants may be available. Adult and youth training set to start during April with work still required on the pitch due to delays caused by recent rains. Plans for a new pavilion were discussed to improve the facilities at the Playing Field as other local clubs had recently upgraded. PJ to raise with the PC to progress the Playing Field Development planning.



**Tennis Club:** No update

**PF04/10 To DISCUSS Scheduled events for next 6 months.**

PJ stated that he would progress the weedkiller application, hopefully during April (weather dependent)

**PF04/11 Finance Report**

The following spending since the last meeting was noted:

Maintenance- Pavilion	3/3/23-	Paint	£ 48.98
Maintenance- Field.	7/1/23-	Padlock	£ 24.17
Line Marking.	22/1/23-	Spray paint	£ 27.96
Pavilion Water	1/2/23	Wessex Water	£ 53.56
Pavilion Electricity	20/1/23	EDF	£ 41.27
	28/2/23	EDF	£ 26.28
Machinery Service	9/2/23	Radiator	£ 202.00
	21/3/23	Tractor service	£ 50.00
Play Area Inspection	2/3/23	SSDC	£ 127.20
Purchase equipment	13/23	Goalposts	£ 399.90
		<b>Total</b>	<b>£1001.32</b>

SG asked about the allocated budget for 2023/24. (Post Meeting update that budget is £3000 as detailed in Parish Council minutes of 21/11/22 and on the finance page of the Parish Council website).

Anticipated spending:

Completion of tractor service.

Pavilion door signs (£40) for signs (received but not yet invoiced).

Plumbing bill for replacement stock cock (completed but not invoiced).

Cost of weedkiller spraying.

Fuel running costs for field equipment.

**Date of next meeting: TBA**

**Meeting closed- 20:30**

Signed ..... (Chairperson) Date 3/7/23.

