



QUEEN CAMEL PARISH COUNCIL

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AGENDA

Meeting of the Queen Camel Parish Council Playing Field Management Committee on Monday 2nd October 2023 at the Memorial Hall, Queen Camel at 7.30pm

All members of the Playing Field Committee are summoned to attend.

PF10/01 Election of Chairman.

To **ELECT** a Chairman of Queen Camel Playing Field Management Committee

PF10/02 Minutes of previous meeting to be confirmed as correct.

To **APPROVE** as correct record of meeting of the previous meeting held on 3/7/23

The meeting will begin after an opportunity for members of the electorate of the Parish to speak. This is restricted to approximately 15 minutes in total, but shall be at the Chairman's discretion.

PF10/03 Apologies for absence

PF10/04 Declarations of Interest

PF10/05 Correspondence

PF10/05 Update on previous and outstanding Actions

To **RECEIVE** an update and **DISCUSS** Actions from previous meeting and outstanding Actions.

PF10/06 Pavilion

- a) To **DISCUSS** current situation and emerging issues with the Pavilion.
- b) To **IDENTIFY** a Pavilion Manager to oversee and coordinate the upkeep of the Pavilion.

PF10/07 Playing Field

- a) To **DISCUSS** current situation and emerging issues with the Playing Field
- b) To **IDENTIFY** a Playing Field Manager to oversee and coordinate the maintenance of the Playing field including the play area and the volunteer grass cutters.

PF10/08 Maintenance Equipment

- a) To **DISCUSS** current situation and emerging issues with the maintenance equipment.
- b) To **IDENTIFY** a Maintenance Equipment Manager to report on the condition of the equipment and coordinate servicing and repair.

PF10/09 Play Area

To **DISCUSS** current situation and emerging issues with the Play Area

PF10/10 Club Reports

PMFC Agenda 02/10/2023:

- Cricket Club To **RECEIVE** updates from PFMC members
- Tennis Club To **RECEIVE** updates from PFMC members

PF10/12 Looking ahead

To **DISCUSS** calendar items and events for the forthcoming 6 months

PF10/12 Finance Report

- To **NOTE** details of budget and expenditure for PFMC – headlines.
- To **RESOLVE** any identified spending anticipated during this reporting period.

Date of next meeting: Monday 8/1/24

Cherry Toop
Parish Clerk