



**QUEEN CAMEL PARISH COUNCIL
PLAYING FIELD MANAGEMENT COMMITTEE**

ACTIONS

Ref	Date raised	Action	Result
1/23	2/10/23	Decision required on who holds the position of Chair between meetings with the 'rolling Chair' role. (Chair from previous meeting or Chair of next meeting) (AD)	Agenda 8/2/24- item PF02/06 b)
2/23	2/10/23	Amendment to Terms of Reference. With the introduction of 'rolling Chair' ToR are now incorrect. (AD)	Agenda 8/2/24- item PF02/06 e)
3/23	2/10/23	Supply copy of signed minutes of PFMC meeting 3/7/23 to Clerk for publication and filing (AD)	
4/23	2/10/23	Service and Sharpen Gang Mowers prior to start of Spring grass cutting season (AD)	Spend of up to £700 authorised by Parish Council. Agenda 8/2/24- item PF02/09 b)
5/23	2/10/23	Provide full management plan for the Community compost and an update on how the initiative is progressing. (SG)	
6/23	2/10/23	To raise with the PC for decision on additional electrics in the pavilion.	Dealt with by PC prior to this meeting. See minutes 18/9/23 09/09b. 'it was AGREED (no abstentions) that the electrics will be reviewed if a business need arises in the future. CLOSED
7/23	2/10/23	To agree on process for seeking more volunteers to assist with the Playing field and the PFMC (including a review of why individuals have not remained) (AD)	
8/23	2/10/23	To investigate the impact of turning off the water supply in the pavilion (during winter months) on QCTC (AD)	Update from PJ- the pavilion stock cock does not affect the Tennis Club supply but need to be turned off during winter when not in use as a condition of Insurance. CLOSED
9/23	2/10/23	Clarify the situation of whether water supply to QCTC is accounted for in the Wessex Water bill and RESOLVE any funding decision	
10/23	2/10/23	Undertake enquiries about an additional waste bin around the pavilion (SG)	
11/23	2/10/23	For meeting 8/1/24- to discuss required actions around pavilion/playing field during the winter (AD)	

12/23	2/10/23	PFMC to consider a formal process of appreciation to the volunteers who help maintain the playing field. (AD)	
13/23	2/10/23	RESOLVE the situation for arranging weedkilling on playing field in 2024. (AD)	Details provided by PJ to AD.
14/23	2/10/23	To remove and dispose both of the playing field's push along lawn mowers and discuss replacement with PJ.	
15/23	2/10/23	To progress the purchase of replacement lawn mower for Playing field (three quotes to Clerk to progress) PC authorised £600 in July (Decision 05/05)	
16/23	2/10/23	As a result of the Play Area Inspection report, undertake site inspection of the Play Area (SG/MD)	
17/23	2/10/23	Removal of the 'Turtle' equipment from the Play Area (SG)	
18/23	2/10/23	Trim trees around the Play Area. (??)	This has been done, but need to identify and thank who did it before completing the Action.
19/23	2/10/23	Chase outstanding Cricket fees for 2023.	Fees paid.CLOSED.
20/23	2/10/23	PFMC to RESOLVE the hire charges for the Playing Field facilities for 2024. (AD)	Agenda 8/2/24- item PF02/08 e)
21/23	2/10/23	Playing field Marketing opportunities to be raised on the PFMC agenda 8/1/24 (SG)	Agenda 8/2/24- item PF02/11
22/23	2/10/23	Receive an update on 'Make Space for Girls' in relation to Play Area facilities (Youth Shelter) (IC)	
01/24	8/1/24	To RESOLVE PFMC comment on becoming a Working Group and to comment on proposed ToR (AD)	Discussed at 8/1/24 and supported but deferred for more members to consider. Agenda 8/2/24- item PF02/06 c) d)
02/24	8/1/24	To RESOLVE concerns over Ilchester FC, state of pavilion and car parking in The Glebe and Cleaveside Close (SW)	Agenda 8/2/24- item PF02/08 d)
03/24	8/1/24	Recommend to PC for repositioning of Cricket nets	Supported by PC 15/1/24. For PFMC to progress. Agenda 8/2/24- item PF02/08 f)
04/24	8/1/24	To approach PJ/SG to progress Risk Assessments for Playing Field	PJ to progress Risk Assessment. Agenda 8/2/24- item PF02/06 f)

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