

**WOLLASTON PARISH COUNCIL**  
**PLAYING FIELD & PARKS MANAGEMENT COMMITTEE**  
**MINUTES OF THE MEETING HELD ON TUESDAY 12<sup>th</sup> JUNE 2018 7.00pm AT THE CLUBHOUSE,**  
**LONDON ROAD PLAYING FIELD, WOLLASTON**

**VOTING MEMBERS PRESENT**

Messrs Green, Milroy, Rooney, Savage and Silsby.

**MEMBERS/PUBLIC PRESENT**

None.

**ELECTION OF CHAIRMAN**

Proposed by Mr Silsby and unanimously RESOLVED to appoint Mr Savage as Chairman.

**APOLOGIES**

Messrs Bailey and Perry.

**MINUTES**

The minutes of the meeting held on Tuesday 8<sup>th</sup> May 2018 were agreed and signed as a correct record.

**ELECTION OF VICE CHAIRMAN**

Proposed by Mr Savage and unanimously RESOLVED to appoint Mr Mitchell.

**FINANCIAL REPORT**

Payments made since the last meeting: £7.52 EON for floodlight charges, £52.12 Wellingborough Norse for wheelie bin emptying, £98.00 for tractor tyre and £109.40 Day & Coles for tractor ignition repair, £320.00 to Pestforce for mole control, £332.50 Wellingborough Norse for half yearly dog bin emptying and litter picking, £142.32 for tractor insurance and £4028.00 to Playground Supplies for new safety surface at London Road play area.

**REVIEW OF PROCEDURES/POLICIES**

Standing Orders: no amendments required. It was noted that there is a vacancy for one more Sports Association representative – Mr Green will ask if anyone is interested in joining the committee.

Risk Assessment: some amendments required to include the addition of the Pocket Park and associated risks. This will be amended accordingly and copies distributed. The Sports Association members were reminded that risk assessments from their organisations need to be lodged with the Committee. Mr Silsby took the tractor risk assessments for all drivers to sign – these are to be returned asap and held on file.

New policy for commercial/organised sports groups: it was agreed that written permission is required by any commercial or organised sports groups and copies of their public liability insurance to be put on file. An hourly charge will be put in place and notices put up that the facilities have been pre-booked in case any members of the public wish to use the facilities ad-hoc. The finer details of the contract to be drawn up are still to be finalised. The Chairman and the Clerk will arrange to meet with any existing users to discuss the new policy.

**PLAY EQUIPMENT INSPECTION**

Mr Savage handed the reports to the Clerk, no issues to deal with.

**POCKET PARK**

Simon Norris will be spending a couple of hours in the Park making it tidy for open gardens on the 8<sup>th</sup> July. The Clerk will put up notices in the Park on the day advertising for volunteers.

**SPORTS ASSOCIATION REPORT**

The tractor shed has been burgled and items taken to include mowers, compressor and batteries – total loss in the region of £8-9,000.00. The Clerk has been working with Mr Silsby to get the insurance claim and quotations processed. New security measures are to be taken.

Mr Green advised that youth training sessions have been taking place.

Mr Silsby advised that cricket is going well including youth cricket.

The Cricket Club will be having an electronic scoreboard – permission for a permanent one will be sought at a later stage.

**PURCHASES REQUIRED**

The Chairman is looking at a new piece of equipment for St Mary's.  
Some wooden slats to the fencing near the bridge require replacement – Clerk to contact Simon Norris.

**FIELD MAINTENANCE/MATTERS RELATING TO THE FIELD**

None

There being no further business the meeting finished at 7.52pm.

Chairman.....

DRAFT