

SAPCOTE RECREATION GROUND MANAGEMENT COMMITTEE

Minutes of the meeting held on 15 September 2020

Due to Covid-19 Restrictions meeting held using Zoom

Present: Josie Blackburn (Acting Chair), Ann Newman (Secretary), Tony Brader, Vic Howell, Pat Wright, Estelle Rogers (Treasurer), Colin Boothroyd

Apologies: Andy Anderson, Eric Ellis,

Meeting opened at 19:03

The minutes of the Committee Meeting held on the 1 September 2020 were approved with no matters arising.

1. **Election of Chairman** - As requested Peter has sent out a note defining the responsibilities of each position. Colin said he wasn't comfortable at this time to take on the role until he became more familiar with what was required. He said he would be happy to take it on next year after the AGM. Vic did point out that the chairman did not have to attend Parish Council meetings. As no other member present was happy to take on the role this will be deferred until the end of the year.
2. **Roles and Responsibilities and the sharing of duties** - again Peter has sent us an outline of the purpose of the SRGMC which is to ensure that all of the buildings and facilities are kept in good condition, fit for purpose, are safe, well maintained and give pleasure to its users. When repairs are required, the SRGMC will instigate repairs – either on a self-help basis, or by engaging professional tradespeople to resolve such problems. Ideally the committee should have representatives from all user groups, sports teams and other bodies within the village. Unfortunately it is very difficult to recruit new people onto the committee. Josie said she thought it was not generally known that this committee existed and what its role was. It was suggested we raise the profile on Facebook and Sapcote News to keep the villagers up to date on what is happening and ask for those interested in volunteering to join us.

Safety of equipment checks: Do we delegate to new caretaker or have RoSPA carry out the annual check. Our insurers are stipulating that RoSPA carry out these checks, who are expensive, in addition to our own. As the new equipment has a 12 months guarantee no checks will be needed until this guarantee runs out.

Special Projects: Tony mentioned that nothing was mentioned with regards to special projects which take up an enormous amount of time and the roles and responsibilities should have been recognised. In the past it was the chairmans role to oversee the special projects.

Communication Jose happy to continue doing that with the projects.

3. **Appointment of Trustees:** Colin and Ann agreed to become trustees. Estelle to issue them with relevant documentation to complete.

4. **Update on Caretaker Position:** AN to pass details of applicants to Estelle and Vic. Estelle to arrange interviews and if possible involve Tony if he is available.

5. **Opening of the Pavilion - difficulties experienced so far and Caretakers report:** Peter passed to AN all of Tony's documents as well as his own. Plus a large amount of keys. Although many are tagged they do always fit the locks noted on the tags. Only managed to make up 1 set of keys for Pavilion hire. There seems to be a shortage of small shutter keys which are essential as we need one entrance in (main entrance) and one exit (through French windows). Something for the new caretaker to sort out. Can't find a log of who has what keys. Perhaps an audit should be undertaken in the future.

Jason Spencer has replaced 17 tiles and repaired guttering on the changing room roof.

Government guidelines are very confusing. Rule of 6 doesn't seem apply to all and it is worrying that we could be breaking the law.

The play area has been broken into again and the notices removed. Vic to secure with cable ties again. AN to send Vic a copy of the notices and Josie to arrange laminating them.

Taekwondo group has re-booked each Tuesday for an hour at the moment due to the drop in numbers. She has sent her very comprehensive Taekwondo governing body covid details.

The Youth group is restarting on 28th September. AN queried the group of six rule but they fall into the essential children's service category so can hold meetings of up to 15 people.

Have had to turn down requests for parties etc due to the new rulings.

6. **Treasures Report:** The accounts were presented prior to the meeting. Not a lot of income due to the Pavilion being closed. The expenditure of £947 in May was for the insurance premium which is an increase on last year. Premium expected to be even higher next year due to the recent injury claim

7. **Secretary's Report:** Football line maker has been purchased and installed in the football lockup. This line marker to be used by the footballers during the winter and the cricket club during the summer. Unfortunately the goalposts cannot be repaired as the broken part is currently missing. I have sent an email out to all three teams asking them to search for it. The only workaround is to make some metal hoops to secure the goal to the ground. I've explained to them that with the loss of income from the Pavilion hire we are not in a position to just go out and purchase new goalposts and have asked them to respect the equipment they use.

Croquet lawn: As mentioned at the last meeting the Croquet Club are not happy with the state of the lawn. The contractor, Burnt Oak have now cut the lawn - but its a mess. The weeds are suppressing any new grass. Grass seed has been scattered over hard soil and is basically just bird feed. The ground is like a ploughed field. This has to be ready for us to play on by the end of March 2021 at the latest. We want to know if the invoice has been paid yet and can the PC put some pressure on Burnt Oak to carry out more work. Josie to arrange meeting with Burnt Oak and the Croquet Club.

A letter has been sent to Jenny Taylor thanking her for getting the hedges cut.

The filing cabinet in the Bloom Group lockup containing archived SRGMC documents has been moved into the Croquet lockup for AN to keep updating. It can be moved back if necessary.

Eric has 'inherited' eight boxes of Sappocote history documentation from a gentleman who has recently died. All this needs to be gone through. I have asked Jill Keeber of the Bloom Group if it's OK to store it in their lockup on a temporary basis. She has no problems with it.

- 8. Update on the Pavilion Refurbishment Project:** HE are again being less than helpful. Jose to contact Anne Pawley to let her know if we will meet the S106 deadline or not. Given the timescale it looks more than likely that we will miss out on the S106 money. Tony stated that we now have to consider a plan B should HE reject our current proposal. However plan B will also hinge on HE supporting a planning application. If HE don't support our plan to use the upstairs or enlarge our footprint then Plan B will be to refurbish what we have already. As mentioned it is normally the chair who oversees these special projects but as Tony has been heavily involved in this project he suggested he now chairs this sub-committee. Which the committee are in agreement with. If we do miss out on the S106 money due to HE's continued lack of co-operation it will release us from the time constraint of 27 November.
- 9. Update on the Ground Design:** Waiting on a start date which is dependant upon the contractors availability. Josie to order the benches once she has confirmation from the project manager on how many we can fit in the space. We may need to find somewhere to store them in the interim.
- 10. Gifts for retiring committee members:** Due to Covid restrictions it is impossible to do a formal presentation. Mike's vouchers will be posted out to him and Peter's and Tony's will be presented to them when Estelle meets with them next week. After much debate it was decided that Amazon vouchers would be more suitable for Tony's gift.
- 11. AOB:** Estelle queried whether we were in agreement to open the Pavilion to exercise groups. This is dependent on the type of exercise and how many we can comfortably and legally accommodate in the hall. Estelle to email existing groups to ascertain whether they wanted to start up again.
- 12. Date of Next Meeting:** Thursday 29 October 2020 at 19:00 via Zoom.

Meeting closed 20:35