

GASKELL RECREATION GROUND MUCH WENLOCK
Registered Charity no. 1116940

MANAGEMENT COMMITTEE

Minutes of a meeting held at
The Corn Exchange, Much Wenlock
4 p.m. on Monday 13 April 2015

PRESENT:

David Gibbon (Chairman), Chris Bowden, Gerry Bowden, Robin Bennett, Bert Harper, Mary Hill.

SECRETARY:

Sharon Clayton

1) CHAIRMAN'S WELCOME

The Chairman welcomed everyone to the meeting.

2) APOLOGIES

There were no apologies since all Members were present.

3) DECLARATIONS OF INTEREST

There were no declarations of interest.

4) MINUTES

It was PROPOSED and SECONDED that the minutes of the inaugural meeting held on 2 March 2015 be CONFIRMED.
It was unanimously RESOLVED that the minutes be signed and ADOPTED as a true record.

5) SECRETARY'S REPORT

Members received a written report on action taken since the last meeting. The Secretary reported that she had a meeting arranged with the Secretary of the Cricket Club to discuss their bookings and policies.

It was AGREED that the report be NOTED.

6) TREASURER'S REPORT

Members received a report from the Treasurer which outlined expenditure to date for 2014-2015 including information on the 2015-2016 budget. The Treasurer reported that she was waiting for the nominated cheque signatories to complete the necessary forms after which the bank account could be opened.

It was AGREED that:

- i. **A realistic budget for future years could not be accurately forecasted or agreed until after the 2015-2016 financial year and once a management plan was in place.**
- ii. **All income and expenditure should be justified.**
- iii. **Future budgets should include contingency funds with approved reserves.**

7) HEALTH AND SAFETY

Members considered health and safety on the Ground. It was proposed that current health and safety policies should be reviewed because, compared with other organisations responsible for public spaces and recent court cases, they needed to be brought up to date.

Concern was expressed that William Brookes School's H & S policy placed responsibility with individual teachers for school activities on the Ground rather than with the School itself.

It was PROPOSED and SECONDED that the School should be asked for detailed risk assessments for its use of the Ground. It was further PROPOSED that this proposal be amended so that the School should be asked for detailed examples of procedures that the school operates when using the Ground.

It was AGREED that:

- i. **Existing policies adopted by the Charity would be reviewed at the next meeting.**
- ii. **The School should be asked for examples of procedures that the School operates when using the Ground.**

8) TREE PRUNING

Members considered for retrospective approval a planning application for minor trimming of lower branches on the four southern Western Red Cedars and work to the Sweet Chestnut tree as discussed with the Tree Officer (planning application number 15/01193/TPO). The application had been submitted to ensure that the works could be carried out without delay in time for the cricket season so that hazardous low hanging branches would not interfere with cricket matches.

It was unanimously AGREED that:

- i. The application be APPROVED.**
- ii. A contractor be appointed to carry out the work.**

9) PLANTING PLAN

Members considered proposals from the Tree Forum for an Olympian Planting Plan and a planting plan for the boggy area in the children's playground.

It was unanimously AGREED that the proposals be NOTED and considered alongside other proposals from other designers.

10) EVENTS ON THE GROUND

a) Members considered for approval requests to use the Ground from the following:

- Lawley Lightmoor Comets football team
- The Wheatland Pony Club
- Wenlock Olympian Society (WOS)

It was AGREED that:

- i. A meeting should be arranged with Lawley and Lightmoor Comets to discuss their needs.**
- ii. The Wheatland Pony Club could use the Ground and as a first time user be charged a discretionary introductory rate agreed by the Secretary.**
- iii. WOS should be asked to give a donation rather than pay a hire charge for use of the Ground for this year's Olympian Games.**

b) Members considered how best to meet with users of the Ground concerning their use of the Ground.

It was AGREED that:

- i. In order to encourage people to use the Ground the Committee should meet with users to determine their needs and to help them achieve their goals.**
- ii. The Committee should meet twice a year with regular users at a time to suit the users.**

11) SCHOOL USE OF THE GROUND

Members considered for approval a letter from William Brookes School which outlined its usage requirements and what it would expect to pay for such use. It was PROPOSED and SECONDED that the School's offer should be accepted. It was further PROPOSED that "unrestricted access" should be removed from the offer and that the School should not use the Ground at weekends.

It was AGREED that:

- i. The Committee was in agreement with the School's proposal but its use of the Ground should be clarified within a documented timetable.**
- ii. The offer of £3,000 be accepted for School use between 09:00 and 16:00 from Monday to Friday.**

Bert Harper left at this point in the meeting.

12) SIGNAGE

Members considered what signage needed to be installed on the Ground.

It was AGREED that the Secretary and the Chairman would put some proposals forward for consideration at a future meeting.

13) LINDEN GATE

Members considered how access to the Linden Gate could best be regulated. It was PROPOSED that a new padlock should be installed on the Linden Gate and new keys distributed to authorised users.

It was **AGREED** that:

- i. An emergency key should be fitted inside the cricket pavilion.
- ii. An emergency key should be fitted inside the bowling club.
- iii. A new padlock should be fitted to the Linden Gate once emergency keys had been fitted inside the cricket pavilion and the bowling club.
- iv. One new padlock key should be issued to Fastrack and Shropshire Council.
- v. Spare keys would be held by Town Council.

14) RoSPA

Members considered arrangements for the annual RoSPA inspection.

It was **AGREED** that the Secretary should arrange for a RoSPA inspection to be carried out.

15) TREE INSPECTION

Members considered arrangements for the bi-annual tree inspection.

It was **AGREED** that this be discussed further at the next meeting.

16) WORKING GROUP REPORT

The Working Group tasked with developing a Management Plan and drafting a specification for maintenance of the Ground informed members that further information was needed before they could report further.

It was **AGREED** to **NOTE** that the management plan was work in progress.

17) MANAGEMENT OF THE GROUND

Members received a draft report in response to concerns from a member of the public about the dissolution of the Gaskell Recreation Ground Board of Management, the Joint Use Agreement, and the Charity's new management arrangements for the Ground.

It was **AGREED** that:

- i. Following agreed amendments, the draft report be recommended to the Town Council.
- ii. The Charity's Constitution should be reviewed as a matter of urgency.

18) CORRESPONDENCE

There was no correspondence.

19) DATES FOR FUTURE MEETINGS

It was **AGREED** that the next meeting would take place on 11 May 2015.

The meeting closed at 18:37.

Signed.....
Chairman

Date.....