

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 19 October 2015

PRESENT:

David Gibbon (Chairman), Chris Bowden, Gerry Bowden, Mary Hill, and Paul Laming.

SECRETARY:

Sharon Clayton

IN ATTENDANCE:

Cllr. Graham Edgcumbe Venning

1) CHAIRMAN'S WELCOME

The Chairman welcomed everyone to the meeting. He gave a special welcome to Graham Edgcumbe Venning, the newly elected town councillor, who had expressed an interest in finding out more about the remit of the committee and how it managed the Gaskell Recreation Ground.

2) APOLOGIES

Apologies were received from Robin Bennett who had work commitments.

This apology was ACCEPTED.

3) DECLARATIONS OF INTEREST

There were no declarations of interest.

4) MINUTES

It was PROPOSED and SECONDED that the minutes of the meeting held on 21 September 2015 be CONFIRMED.

It was unanimously AGREED that the minutes be signed and ADOPTED as a true record.

5) REPORT FROM THE SECRETARY

Members received a written report on action taken since the last meeting. The Secretary also gave a verbal update as follows:

- The Handy Person had carried out some remedial work on the Ground as per the issues highlighted in the recent RoSPA inspection.
- The Secretary had spoken to Ray Parry about the risk highlighted in the RoSPA inspection concerning the cantilever swing basket and Mr Parry had said that it was installed in accordance with the manufacturer's instructions and did not pose any hazard.
- Shropshire Council had advised that its trees alongside Linden Avenue were due for a survey in the next couple of months and they would carry out any remedial work themselves.
- The Cricket Club said it would be useful for them to have a key to the Linden Gate readily available. The key would be held by a Committee Member and used when supervised access was required for ground maintenance actions, delivery of materials etc. The Club would also prefer the emergency key to remain in the pavilion in case an emergency arose.
- The Bowling Club had enquired about the future maintenance of the bowling green.
- The Secretary had begun to seek quotes for tree works as recommended in the recent tree inspection and Shropshire Council had submitted a planning application on behalf of the Town Council for the tree works.
- Wenlock Warriors had not completed a booking form for use of the marked out pitches, which they had requested, and the Secretary expressed concern about responsibility for organised games.

It was AGREED that:

- i. **The report be NOTED.**

- ii. Ray Parry should be asked for written confirmation that the play equipment in the children's play area had been fitted in accordance with the manufacturer's instructions so that the Committee could write to the manufacture for a response to the inspector's findings in the recent RoSPA report.
- iii. The Chairman would speak to Wenlock Warriors concerning their use of the marked out football pitch.

6) REPORT FROM THE TREASURER

- a) Members received a financial report from the Treasurer as follows:

Expenditure to end of September 2015:

	£
Insurance	1409
Water charges	261
NDR	296
Grounds maintenance	2550
Management costs	<u>191</u>
TOTAL	<u>4707</u>

Income to end of September 2015:

Users of the Ground	£4891
Grant	<u>£2500</u>
TOTAL	<u>£7391</u>

The Secretary reported that she had finally established online banking and was in the process of changing contact details so that future bank statements would be addressed to the Treasurer at the Corn Exchange, and not the Chairman at his home address.

It was AGREED that the Treasurer's report be NOTED.

7) HEALTH AND SAFETY

Members considered health and safety on the Ground and discussed the following:

- The untidiness of the hedge around the children's playground.
- Dog mess on the Ground where dog owners had failed to clean it up after their dogs.
- Safe storage of equipment at the Bowling Club having been informed that the Club had acquired some maintenance equipment from Buildwas Bowling Club following its closure.
- A member of the public's concern that a lone worker had been seen carrying out maintenance work on the cricket pitch.

It was AGREED that:

- i. **The Lone Working Policy for the Cricket Club should be checked to ensure that the Cricket Club had adequate risk management in place.**
- ii. **The Bowling Club should be asked to provide evidence for safe storage of its maintenance equipment.**

8) MANAGEMENT PLAN

Members considered progress of the Management Plan. It was suggested that some maintenance works could be labelled as projects and undertaken by other groups within the community. These projects could possibly be sponsored.

It was AGREED that Chris Bowden would provide the Secretary with further information for inclusion in the Management Plan for consideration at the next meeting.

9) GENERAL MAINTENANCE WORKS

- a) Members discussed what general maintenance works needed to be carried out and how these should be prioritised. It was suggested that a discussion should be had with parks and leisure at Shropshire Council so that certain maintenance works could be undertaken as a partnership arrangement e.g. managing the railway hedge on behalf of Shropshire Council.

It was AGREED that the Secretary should invite Shropshire Council to a site visit with members to discuss future maintenance tasks and the possibility of partnership working.

- b) The Secretary informed Members that she had sought quotes for hedge laying and one quote had been received. Alternative options were discussed e.g. replacing the hedge with a fence to reduce costs.

It was AGREED that this should be considered further at the next agenda.

Paul Laming left at this point in the meeting.

10) PLAY EQUIPMENT

Members considered the installation of adult recreational equipment on the Gaskell Recreation Ground. Concern was expressed about the siting of other equipment, such as a MUGA, within close proximity of the children's playground.

It was AGREED that:

- i. **The Ground should be measured to see if there was room for a MUGA to be installed in a suitable location.**
- ii. **Research should be carried out to determine whether there was a caveat in place that would prevent the children's playground from being re-located.**

11) DATE FOR NEXT MEETING

It was **NOTED** that the next meeting would take place on Monday 23 November 2015.

The meeting closed at 17:34.

Signed.....
David Gibbon
Chairman

Date.....