

**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 25 January 2016

**PRESENT:**

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

**SECRETARY:**

Sharon Clayton

**PRESENT:**

Cllr. Yvonne Holyoak

Cllr. Bert Harper

**1) ELECTION OF CHAIRMAN**

Nominations were sought for the election of Chairman.

It was **PROPOSED**, **SECONDED** and **AGREED** that David Gibbon should be elected as Chairman for the ensuing year.

**2) ELECTION OF DEPUTY CHAIRMAN**

Nominations were sought for the election of Deputy Chairman.

It was **PROPOSED**, **SECONDED** and **AGREED** that Mary Hill should be elected as Deputy Chairman for the ensuing year.

**3) APOLOGIES**

There were no apologies since all members were present. However, Paul Laming apologised that he would need to leave early due to work commitments.

**4) DECLARATIONS OF INTEREST**

There were no declarations of interest.

**5) MINUTES**

It was **PROPOSED** and **SECONDED** that the minutes of the meeting held on 14 December 2015 be **CONFIRMED**.

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

**6) 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:

- Members needed to confirm a date to meet with the Cricket Club and the Bowling Club.
- The Shropshire Star had agreed to publicise the forthcoming consultation event on Saturday 30 January 2016 at the Corn Exchange.
- Shropshire Council had contacted the Secretary to discuss the hedge alongside the old railway line and general management of the area.

It was **AGREED** that:

- i. The report be **NOTED**.
- ii. The Secretary should arrange for members to meet with the clubs and Shropshire Council.
- iii. It was also **NOTED** that Ray Parry had confirmed that the play equipment highlighted as a risk by RoSPA in its last inspection was considered to be low risk.

**7) FINANCE**

a) Members received a financial report to the end of December 2015 from the Treasurer as follows:

<b>EXPENDITURE</b>	<b>£</b>	<b>INCOME</b>	<b>£</b>
Insurance	1409	Users of the ground	1891
Water charges	320	Grants	2600
NDR	370	School use	3000
Repairs and maintenance	422		
Gaskell field enhancements	1257		
RoSPA inspections	749		
Tree inspection	750		
Grounds maintenance	5001		
Contingency	0		
Children's play equipment	0		
<b>TOTAL</b>	<b>10278</b>	<b>TOTAL</b>	<b>7491</b>

The Treasurer reported that:

- As at 12 January 2016 there was £7,491.32 in the bank account.
- The charity was now registered with HMRC for tax purposes and was able to claim gift aid.
- The Town Council had approved the 2016/2017 budget for the ground. The charity had requested £10,230 but since the charity was raising its own funds the Town Council had agreed to give a grant of £6,000 as recommended by the Finance & Resources Committee who had also asked to see the Management Plan for the ground in order to justify the expenditure.

It was **AGREED** that:

- i. **The Treasurer's report be NOTED.**
- ii. **A forecast for expenditure to the end of March 2016 be presented for consideration at the next meeting.**
- iii. **Shropshire Council should be asked whether the s106 funding assigned to the ground was still available to assist with drainage problems.**

**8) HEALTH AND SAFETY**

Members were informed that, following the recent heavy rainfall, the waterlogged area on the ground had been cordoned off but the dead branches needed to be cleared.

**It was AGREED that the Secretary should arrange for the dead tree branches to be cleared from the ground.**

**9) DRAINAGE**

- a) The Chairman explained how, following the recent heavy rainfall, volunteers had checked the drains and cleared away debris to relieve the flooding on the children's playground. They had found some of the drains were blocked and some of the blockage had been caused by the roots from the hedgerow growing through into the drains. One fibrous root had been removed after the drains had been rodded. A lot of water had since drained away from the playground but it was feared that excessive water had caused damage to the surface of the play area. Concern was expressed about whether the children's playground was in the right location which was low lying and whether a more suitable location should be identified.

Paul Laming left at this point in the meeting.

It was **PROPOSED, SECONDED and AGREED** that:

- i. **The drains should be jetted.**
- ii. **Chris Bowden would draft a specification on the scope of work required to alleviate the flooding so that quotes could be sought for the necessary work.**
- iii. **The Secretary be granted delegated authority, in liaison with members, to arrange for the jetting to be carried out as a matter of urgency.**
- iv. **Plans to lay the hedgerow should be delayed until it had been determined in the forthcoming consultation whether there was sufficient support for the hedgerow be removed to prevent further blockage.**

- b) Members considered the drainage survey prepared by Ground Control Surveys. Concern was expressed that the ground might be out of use whilst any drainage work was carried out. Further concern was expressed about the safety of the drain under the children's playground and whether it should be investigated to ensure that it was structurally sound and whether it needed to be cleared.

It was **PROPOSED, SECONDED and AGREED** that:

- i. **Advice concerning the drainage tank in the children's playground should be sought from Severn Trent.**
- ii. **The findings of the advice should be discussed at the next meeting.**

#### **10) GRANT FUNDING**

- a) Members received an update from the grant funding working group. Graham Edgcumbe Venning informed members about the research he had carried whilst seeking grant funding. He advised that no funding should be sought until after the consultation event. He explained that it was very important that professional advice should be sought before any funding bids were submitted.

It was **AGREED** that **Graham Edgcumbe Venning should continue with his research.**

- b) Members considered for approval granting the Treasurer delegated authority to apply for grant funding to further the work of the Gaskell Recreation Ground Management Committee.

It was **AGREED** that **this be deferred until more research had been carried out as to whether any funding was available.**

#### **11) CONTROL OF DOGS**

Members considered for approval what action might be necessary for the control of dogs on the ground in response to concerns that there had been dog fights, people bitten, and dog owners were not clearing up after their dogs in spite of the installation of new signage on the ground.

It was **AGREED** that **due to numerous complaints:**

- i. **The Secretary should write to Shropshire Council and ask that a Dog Warden be appointed to patrol the ground and take necessary action.**
- ii. **Shropshire Council should be asked to provide warning stickers to make dog owners aware of their responsibilities.**

#### **12) MANAGEMENT PLAN**

Members considered for approval any additions/amendments to the emerging management plan for the ground.

It was **AGREED** that **the Plan would be updated following the consultation event on 30 January 2016.**

#### **13) CORRESPONDENCE**

There was no correspondence received.

#### **14) DATE FOR NEXT MEETING**

- a) It was **NOTED** that the next meeting would take place on Monday 22 February 2016.
- b) Members considered alternative meeting dates for the future.  
**It was AGREED that future meetings would continue to take place on Mondays but would commence one hour earlier at 3 pm.**

**Due to the confidential nature of the business to be transacted the following was discussed privately.**

#### **15) DISABLED ACCESS GATE**

The Secretary informed members that she had hoped to have received 3 quotes for a new disabled access gate at the windmill end of the ground but only one had been received to date. Members discussed the various types of gates that were available and it had been discovered that there were only two types that would serve the purpose i.e. allow disabled access only but not allow horses and pushbikes.

**It was AGREED that a decision be deferred until a future meeting when quotes for a suitable access gate had been received.**

**16) QUOTES FOR MAINTENANCE**

The Secretary reported that quotes were still being sought for maintenance of the ground and that some contractors had asked to meet onsite to discuss the specification in more detail.

**It was AGREED that David Gibbon would meet on site to discuss the specification with interested contractors.**

**17) SERVICE LEVEL AGREEMENT**

Members considered school use of the ground. Although the school could not have exclusive use the school did want access to the ground from 9 am until 6 pm Monday to Friday. The Committee was concerned that the Conveyance states that the ground was given to the people of the local community and that whilst the school was using parts of the ground it denied access to those parts to other members of the community.

**It was PROPOSED, SECONDED and unanimously AGREED that draft Terms and Conditions for school use should be considered at the next meeting.**

The meeting closed at 17:57.

Signed.....  
David Gibbon  
Chairman

Date.....