



## QUEEN CAMEL PARISH COUNCIL

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### Minutes of Meeting of the Queen Camel Parish Council Playing Field Management Committee on Monday 3<sup>rd</sup> October 2022 at the Memorial Hall, Queen Camel at 7.30pm

Present: Cllr Mike Baker (MB), Ian Conway (IC), Cllr Angus Davidson (AD), Marian Davis (MD), <sup>AD</sup> Cllr Sue Gettings (SG), Cllr Phil Jones (PJ) (Chair), Stewart Willes (SW).

Not present: Rob Hinks, Terri Plummer.

#### Public Question Time

One member of public present. No questions raised.

#### PF10/01 Apologies for absence

The following apologies were received: None received.

#### PF10/02 Declarations of Interest

None declared.

#### PF10/03 Minutes of previous meeting to be confirmed as correct

It was **RESOLVED** to approve the minutes of the Playing Field Management Committee meeting of 11/7/22 as an accurate record of the meeting.

#### PF10/04 Correspondence. None to report

#### PF10/05 Chairperson's Report (Background Paper)

A report had been circulated detailing progress of Playing field matters over the past three months along with details of: all actions that have been completed since the last meeting, works completed on the field and pavilion and financial report on spending compared to budget.

PJ clarified in addition to the 28 hours of volunteer work in July and 48 hours in August there had also been 46 hours worked in September. This was higher than would normally be expected due to the emphasis on completing the works to the pavilion and preparation of the football pitch for the coming season.

PJ explained that spending was within all budgeted limits except for an overspend of £347.57 on the pavilion. This has included purchase of pavilion equipment and redecorating but that there was a carry-over of 354.76 for this from last year, thus within budget. It was explained that budget amounts were a little exploratory given taking over the playing field this year, but it anticipated that the finances should stay considerably in budget this year.

No questions raised in relation to the chairman's report.

## **PF10/06 Administration Report**

A discussion was held in relation to the Parish Council progressing the transfer of County Council (SCC) land on which the play area sits (A24). Being progressed through main Council. SG reminded the meeting that the recent petition to SCC cannot be from the Parish Council but needs to be presented by a member of the community.

**PFMC AGREED** sufficient numbers currently on the committee but to consider advertising next May (A130).

PJ stated that there were funds transferred from the PFC for use on assets/development of the Playing Field and the PFMC should look to utilising this money (A140). A list of potential improvements had been previously circulated to all PFMC members.

The fundraising group had purchased a second-hand fridge freezer for the Village Fayre. The pavilion fridge is in need of replacement (noisy). It was **RESOLVED** for PJ to request for £120 to be paid from the PFC Asset monies to reimburse the fundraising group for the purchase of the fridge freezer. It was asked that the old fridge remain in situ for the time being as it would prove a good facility for future events but for the situation of the available space to be monitored.

The water pressure was discussed. It was decided that no investigation should take place at this time as it is believed a new main would be required and this could be considered when the new housing estate is built.

£1250 is held in reserve for match funding for a grant to be sought from SSDC to assist with the Play Area renewal.

1. The success of the small plastic goal (donated to the field) was noted, but that it was now in need of repair/replacement. It was **RESOLVED** for PJ to research obtaining a more permanent set of small goal posts
2. The bench nearest to The Glebe entrance is in need of repair/replacement. AD has obtained measurements for replacement of beams. It was **RESOLVED** to look to renovating the bench in the Spring of 2023.
3. It was **RESOLVED** to purchase a leaf blower to the field. Volunteers have previously raked leaves, but large piles of leaves had resulted in the grass on the field dying. A leaf blower will aid volunteers in the task of clearing the field.

The consideration for an outdoor multigym was discussed for the benefit of residents but not to be progressed at this time.

PJ explained that the Parish Council had asked for the PFMC Terms of Reference be reviewed after 6 months (A144). PJ had circulated a revised version for comment. Responses had been noted and it was **RESOLVED** to recommend to the full council for the amended Terms of Reference to be adopted. PJ to present to the Parish Council. No revision of Risk Assessments/Policies considered necessary at this time.

**No new Actions raised.**

## **PF10/07 Pavilion Report**

Update on ongoing Actions:

PJ reported that all reparatory and decorating work had now been completed with minor 'touch up' jobs to be done. MD wished to thank those who had done the work on the pavilion which now looks 'much better'.

The lack of storage space in the pavilion was discussed (A119). The Cricket Club plan to store their nets under the benches in the front (AWAY) changing room. All other equipment stored except for scoreboard and covers currently in the pavilion. Discussed the potential purchase of a community storage facility which is in hand with the QCPC.

A smart meter (A150) was due to be installed on 13/9/22 but the engineer did not show. It has been rebooked for 5/10/22. This will prevent the need for monthly readings and ensure the electricity bill is always read in good time to avoid any penalty.

**No new Actions raised.**



**PF10/08 Playing Field Report:**

**a) Playing field**

Update on ongoing Actions:

Discussed the potential for a community compost site at the field to help deal with grass cuttings in order to support the Parish Council environmental considerations. SG is continuing research this further (A104).

PJ stated that more resilience was required for line markers for the football pitch during the winter (A137), and he would advertise for assistance from volunteers and through facebook.

Further issues reported in September of dogs off lead on the field and dog's mess not being picked up. SG updated the patrols by the SSDC enforcement officer and potential letter drops to areas where potential offenders live. Lively discussion over the whether dogs should be banned from the field and other potential solutions. It was **RESOLVED** that full Parish Council should give consideration to this topic as it has significant reputational impact. PJ to include in his monthly report to the QCPC

**No new actions raised.**

**b) Play area**

AD stated that the grass cutting, and general maintenance will continue through Rob Hinks and AD.

The SSDC safety inspection report was received. It was questioned as to the value of these reports given that a more detailed report is provided through the Somerset Playing Fields Association and outlined a couple of issues that had been rectified during the summer!

PJ had circulated a discussion document in July as to possible siting of the new play area if the uncertainties of the SCC land were not resolved. Options were discussed. The feeling of the fundraising group members was for the Play Area to be placed on the current play area regardless of whether SCC respond to the QCPC correspondence. Parish Council to be appraised of member's views for consideration of playing area siting.

SG had been tasked (A138) with exploring options for a piece of equipment to replace the see-saw. She explained that the fund raising group await the decision of the lottery application which is due imminently. Stated that if unsuccessful the fundraising group felt that their funds should start to be spent on equipment to avoid depreciation of the funds and to show the community some result from the fundraising that has taken place.

**New Action Raised: PJ to enquire into the necessity and value for the SSDC Play Area Inspection report (A155)**

**c) Equipment**

PJ updated that the hose on the white line marker had perished. A spare was held in the equipment shed and a new replacement had been sourced through Bowcom (free of charge). He stated he was in communication with them for the purchase of specific white line paint which he felt might make the white lining of the football pitch in wet weather an easier option. Although slightly more expensive than the current emulsion that is used, it was **RESOLVED** that the extra cost to purchase specific and more robust paint would be beneficial.

The tractor was discussed. MB proposed that the tractor should be maintained and used due to its historical value to the community and that its costs to repair is more economical option than a replacement at this time. PJ to liaise with TP for a general assessment and service to take place and the potential for a replacement radiator to be sourced. It was **RESOLVED** for the tractor to be retained and repaired as required.

PJ stated that the gang mower blades may need to be sharpened once it has been cleaned up.

No new actions raised.

**PF10/09 Marketing report**

Update on ongoing Actions:

There has been no progress on the potential marketing of the playing field although SG raised that one of the stall holders at the village Fayre had indicated that they would be interested in using the field for team building events.

**ACTION RAISED: PJ to progress email received by SG (from one of the stall holders at the Village Fayre) as to potentially using the field for team building events (A154)**

**PF10/10 Play area funding group (Independent group)**

SG provided a written update on the now named Queen Camel Play Area Fundraising Club and the result of the Village Fayre in August. They are progressing the petition to SCC for the land on which the play area stands (currently 513 signatures). The group is currently drafting a constitution with an AGM on 7/11/22.

They state they are 'interested to learn how the PC is going to progress the unfortunate situation with the County Council land on which the Play Area is situated.' MB raised a suggestion that the Parish Council could look at purchasing an adjacent piece of land to the playing field to site the new play area as this would negate the issues with the SCC land. This was discussed but not progressed further at this time.

**PF10/11 Club Reports:**

Cricket (SW)- The Sunday mens' side won their 40 over league and the Under 10's successful in jointly winning their league. QCCC fielded three teams, including an all-girls team, at a tournament held at The County Ground (Taunton). All three sides had a successful and enjoyable day. The youth teams continue to thrive with good membership and the first player for a few seasons stepping up to the adult teams. The club has had its first youth player to go through to "Somerset County Cricket pathway and another still under consideration with three earmarked for next season. Well done to all involved in the QCCC.

The nets are soon to be taken down and pitch preparations and considerations are ongoing for next season.

Tennis (MD)- The Big Tennis weekend went well, although the numbers were done on the pre-COVID event. The Club took up South Somerset Development groups offer to part fund junior membership (Under 11) for 21 members. Inter Club competitions are now in progress with the finals set for the end of October.

**PF10/12 Schedule for next 3 months**

PJ stated that the playing field needs to be prepared for winter with equipment to be cleaned for stored for winter. The ongoing monthly Play Area checks are to continue. No other scheduled events planned for the PFMC.

**PF10/13 Outstanding works to be completed**

One balance disk in the play area to be replaced if possible and the field's perimeter hedge to be trimmed.

**PF10/14 Finance Report (Discussion papers)**

The update on spending to budget had been circulated with the Chairman's report. Further spending on request and a report from the Clerk will be circulated when received (delayed due to Holiday).

**Anticipated spending during this reporting period:**

No significant spend is anticipated. An invoice for Play Area Inspection through SPFA has been received £85 (Inspection completed). Anticipated spends on white line paint, fuel and potentially service materials for Tractor and replacement radiator (approx. £180).

**Date of next meetings: Confirmed after meeting as Monday 9<sup>th</sup> January 2023.**

**Meeting closed 21.28**

Minutes taken by: Phil Jones

Signed  (Chairperson)

Date 9/1/23