**Minutes of the Sparkford Playing Field Committee Meeting**

**Wednesday 16th October 2019**

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| Present: | Apologies: |
| Marc Beale  Stuart Flood  Royston Piper  Steve Miles  Alex Lawes  Karen Jenkins | Lisa Davis  Larry Piper |

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| **1.** | **Apologies** |  |
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|  | Apologies were noted as above. |  |
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| **2.** | **Minutes from the Meeting** |  |
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|  | Minutes from the last meeting and the AGM held on 22 May 2019 were agreed as an accurate record. |  |
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| **3.** | **Outstanding Actions from Previous meeting** |  |
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|  | Roundabout requires greasing. MB to co-ordinate a day and time. | MB |
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|  | 1 strimmer needs fixing – it needs a new pull cord and a safety switch. SM to source a new pull cord. | SM |
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|  | No Dogs Allowed Sign - KJ to ask Kenton Bourne if SSDC would provide a ‘no dogs allowed’ sign. | KJ |
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|  | Thomas Lawes would like to help with some maintenance in the playing field to help towards his DoE award. Action to be picked up in the Spring when more maintenance is required | MB |
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|  | RP/LP to contact Tony to get a price to put in a pump track. To include skate park traits such as jumps, half pipe to drop in etc. | RP/LP |
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| **4.** | **Accounts** |  |
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|  | It was noted that there is a balance of £9,210.01 in the account. The Fun Day made £800, the Duck Race £738.58, Bingo £263.96 and Sleigh £1050.  Main expenses over and above food and drink for events were the microphones and the mower. £45 paid to Pete for repair of plug/electrics following fun day. Nothing pending to go out. |  |
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| **5.** | **Maintenance Report** |  |
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|  | The committee went through inspection report received from SSDC.  KJ to email Kenton Bourne from SSDC to ask the frequency of the inspection and what we are charged for this service, as have not received a bill.  KJ to also ask Kenton Bourne if the report is for information or if we are expected to action all the faults reported. There are no recommendations/ severity of issues. Do these faults void the public indemnity insurance? Unsure if we will receive a risk assessment.  Split in swing should possibly be addressed? | KJ |
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| **6.** | **Arrangements for Halloween Bingo** |  |
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|  | MB confirmed that the hall is booked.  Leaflets need delivered. SD, LP and AL have offered.   * AL to do everything Church Road side of the railway bridge * LP and SD to do everything the other side of the bridge. (SF to get leaflets to LP/SD) * SF to advertise on Facebook page.   Discussion re: what to charge for the books, to avoid confusion and need to ensure if books are split no one is given individual cards from different books.  5 games plus cash bonanza.  Need 6 line prizes and 6 house prizes and a couple extra for if 2 people win  Bottle of Wine, 4xcans and chocolates. Large tubs or other equivalent.   * KJ to ask Donna for books (or buy some if needed) and if it’s ok to borrow the machine. * KJ to purchase 20 dobbers to sell on the night. * KJ to purchase prizes: spend £5 on house prize / £1-2 on line prize * KJ to purchase decorations for the hall - Poundshop / Amazon. * MB to send a letter to Morrisons asking for raffle prizes/voucher. * MB/SF to check what refreshments are in the shed and purchase more if required * Larry to run Gin Bar? * All committee members to supply raffle prizes.   (Discussed numbering prizes / give prizes out – worse to best). | **All** |
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| 7. | Plan for Santa Sleigh |  |
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|  | RF shared designs for the new sleigh. Discussed weather proofing. Sleigh will be 4ft wide, 8ft long with a Perspex windscreen, roll bar over the top to enable material /simple roof over the top.  Box on back 3x5 ft, cover in LEDs, this will house generator and PA with a piped exhaust.  In main section, 2 rows of seats 2 or 3 elves at back, Santa and Mrs Santa in front.  Speakers at the front, with a cover for them.  Pete’s trailer 16ft. Sleigh will be made to be flat packed except the box.  Will need to order more lights at some point.  RP listed want is needed to get started, wood, lights, paint, screws.  SM to get a quote for the wood. Also RF to check with LP if there is any wood already available that can be used.  RP to ask supplier if they would supply a red vinyl wrap to save painting in exchange for sponsorship  Needs to be ready for 5th December for the Castle Cary Christmas Extravaganza.  Costumes. Need to order some 4/5 large. SF to look into.  Dates:  5th, 6th, 7th & 8th and 13th, 14th & 15th  MB will put dates up on WhatsApp group asking for availability and pull a schedule together.  Noted that is it North Cadbury school fair 6th and pantomime 5th,6th,7th | SM/RP  RP  SF  MB |
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| 8. | Any Other Business |  |
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|  | PA needs to go back to be looked at as it vibrates. MB to arrange following the Bingo.  AL agreed to be a Secretary from the next meeting.  Lappset play equipment – [www.lappset.com](http://www.lappset.com) worth taking a look when we start getting quotes for equipment. Modular type equipment.  **Next meeting arranged for Wednesday 13th November, 8pm. Venue to be confirmed.** | MB |