

Minutes of St Dennis Playing Field Trust held on Wednesday 22<sup>nd</sup> May  
2024 at 7.30 pm.

**Trustees Present:** Cllr Harwood (Vice Chair), Cllr James, Cllr Kelsey, Cllr Mackenzie. Cllr Edmunds arrived at 19.20 Cllr Clarke arrived at 19.30.

**In Attendance:** Lynn Clarke (Parish Clerk).

**PF 16/24 - Apologies**

Cllr A Griffin. Cllr J Griffin, Cllr Burnett. Apologies approved. Cllr Hawkins absent.

**PF 17/24 - Declarations of Interest.**

None.

Cllr Harwood reminded those present that if any matters arise during the meeting, advice should be sought from the Chair and the Clerk before continuing.

**PF 18/24 - Public Participation.**

None

**PF 19/24 – To adopt the minutes dated [22<sup>nd</sup> May 2024](#).**

It was **Resolved** – To adopt the minutes. All present in favour.

**PF 20/24 – Matters Arising.**

- The goal posts have been removed.
- The repair to the slide and the zip wire have been completed.
- The ecological survey is due scheduled for week commencing the 29<sup>th</sup> July.
- Quotes for the clearance at Penny Darn have not been obtained.
- The quotes have been obtained and circulated for the tree removal.
- The electricity supplier has been changed.
- The year end accounts have been put on the website.

**PF 21/24 - To ratify a decision made by email to allow the Carnival Committee to use the Playing Field during Carnival Week.**

It was **Resolved** to approve the decision. All present in favour.

**PF 22/24 - To agree the purchase of a wet pour repair kit for the children's play area.**

It was **Resolved** to approve the cost of £174 + VAT for the purchase of the kit and to approve extra time for our maintenance operatives to undertake the work. All present in favour.

**PF 23/24 - To discuss a complaint received regarding growth in the playing field.**

Members were informed that the vegetation behind the lower fence has been reported in. On inspection it needs cutting back, this will be addressed at the monthly staff meeting on Wednesday the 10<sup>th</sup> July. An update will be provided within the Clerks report.

Cllr Harwood declared an interest and was advised to leave the room. It was agreed for Cllr Kelsey to chair this section of the meeting.

**PF 24/23 – To consider the allocation of a playing field key to Cllr Harwood.**

Due to Cllr Harwood leaving the Committee was inquorate and a decision could not be made.

Cllr Harwood rejoined the meeting and presided as Chair.

**PF 25/24 - To approve the costs of signage informing that motorised vehicles are not allowed.**

Deferred.

Cllr Edmunds joined the meeting at 19.20.

**PF 26/24 – To consider the findings of the ROSPA report and to consider any actions required.**

The Clerk informed that the gym equipment is an ongoing issue and that the company are still being chased for work not completed during the replacement of parts under warranty last year.

Other work identified within the report can be undertaken by our staff.

Cllr Harwood advised that the Playing Field Working Party would be undertaking an inspection and would report back to the office on the findings,

It was **Resolved** to approve any repair costs associated with the ROSPA report by email. All present in favour.

Standing order 3e

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are requested to withdraw.

**PF27/24 To receive an update on the boundary encroachment and to approve costs / actions to be taken.**

Cllr Clarke joined the meeting at 19.30 and presided as Chair.

This was discussed at length, and it was **Resolved** to approve the costs of a survey at a cost of £400 + VAT from Prime Surveys. All present in favour.

It was then agreed to reopen the meeting to the public and revisit Item 9 on the agenda as two additional Cllrs had joined the meeting.

Cllr Harwood left the room

**PF 28/24 – To consider the allocation of a playing field key to Cllr Harwood.**

This was discussed at length. It was highlighted that the Chair and Vice Chair of the Council were the only members with keys and that 2 keys were held if emergency access is required, and a key holder is unavailable.

It was **Resolved** to decide via email. All present in favour.

Cllr Harwood was invited to re-join the meeting.

There being no other business to be transacted the Chair closed the meeting at 19.55.

Chair of St Dennis Playing Field Trust

Signed.....

Dated.....

DRAFT