

**EMBERTON PARISH COUNCIL
SPORTS & RECREATION COMMITTEE
Minutes of Meeting –Wednesday 18th December 2019 at 7pm**

Present: Michael Bath
Soo Hall
Andy Letts
Dennis Letts
Victoria McLean

Karen Goss – Clerk and RFO

Apologies for absence – there were no apologies for absence.

Declarations of Interest in items on the Agenda – there were no Declarations of Interest.

Vicki gave some background as to the formation of the committee; a decision was made by the previous Emberton Playing Field Committee to ensure its longevity of the organisation, it needed to be moved back to the parish council. The Deed of Surrender was signed on the 18th October 2019 and Emberton Playing Field ceased to exist as a charity from the 13th November 2019. The bank account for the playing field remained open.

1. **To confirm committee membership and appoint Chairman** – Committee membership confirmed as Michael Bath, Andy Letts, Dennis Letts, Victoria McLean. Soo Hall to attend the meetings as a parish council representative. Andy Letts stated that Simon Harris might wish to join the committee. There were no nominations for Chair and it was agreed that a nomination for Chair would be requested at every meeting. Vicki took the Chair. The clerk to ascertain whether Richard Finch would attend as the football representative. **Action:** KG to speak to SH and RF.
2. **To agree and adopt Terms of Reference** – It was proposed by Andy Letts, seconded by Michael Bath and unanimously agreed that the Terms of Reference be adopted.
3. **To agree and adopt Standing Orders** – It was proposed by Andy Letts, seconded by Michael Bath and unanimously agreed that once Clauses 4, 6 and 13 were removed, that the Standing Orders be adopted.
4. **Football update** – nothing to report. **Action:** The clerk to contact Ian Stokes to ascertain payment terms for the football matches. It was noted that Lakers FC had paid for 6 matches. Andy commented that he would be inspecting the pitch tomorrow afternoon.
5. **Field maintenance**
 - 5.1 **Roller** – An estimate had been received to replace the 4 rollers at £800 per roller (including vat). A reconditioned roller was in the region of £3500 and new was

£11000. A discussion took place regarding the cost between repair and replacing with a reconditioned machine. It was proposed by Vicki and seconded by Soo that Andy and Michael go ahead and look for a reconditioned machine up to £6000 +10% and once an estimate had been obtained, the clerk to look at submitting a grant application to the Solar Farm Community Benefit Fund. **Action: AL/MB**

- 5.2 **Gang mowers** – Michael reported that the gang mowers were 7 years old and in need of a service. An estimate had been received in the sum of £1431.50 from RTM Machinery. It was proposed by Dennis, seconded by Michael and unanimously agreed that the service go ahead. Vicki commented that going forward, the committee would need to put £500 in the grant application for the next 3 years to cover maintenance and servicing.
- 5.3 **Diesel** – Options of the provision of diesel were discussed; either purchase a tank and have the diesel delivered or purchase a 50 gallon tank. It was agreed that the best option would be to purchase a 50 gallon tank as the cost of a tank was £900 and diesel usage was in the region of 300 litres per year. **Action: KG** to set up an account with Bartons.
6. **To receive the RFO's Report** for the 18th December 2019. The RFO's Report was agreed. There were no payments.
7. **Any other business**
- 7.1 **Fence** – Dennis reported that the fence had broken. Agreed to repair.
- 7.2 **Tennis court** – Vicki reported that Sue Soul would not be using the tennis court over winter. Andy responded that the court needed to be sprayed a week or two before it was played on. **Action: KG** to advise Sue Soul.
- 7.3 **Bench** – The clerk commented that the bench by The Institute was to be re-sited in the playing field. **Action: DL/MB** to undertake this.
8. **Date of next meeting** – To be agreed.

The meeting closed at 8pm