

**MINUTES OF THE FIRST MEETING OF THE
MANAGEMENT COMMITTEE OF TRUSTEES OF CHAFT, 2017-18**

held in St Peter's Church, Charney Bassett on Thursday, 8th June 2017 following the 2017 AGM

<u>Present</u>	Lucy Gildersleeves (Chair)	St Peter's PCC Representative
	Mary Castle	Parish Council Representative
	Mark Ritchie (Secretary)	Elected village Representative
	Christine Trotman (Treasurer)	Village College Representative
	David Sibbert	Table Tennis Representative
	Helen Royan	Elected village Representative
	Lynn Brookes	Elected village Representative
	Diane Ewart	Elected village Representative

Apologies None

AGENDA

1. Public questions
2. Election of officers for 2017/2018
3. Dates of committee meetings for 2017/2018
4. Charney Field update
5. Fund-raising and social events: 2017/18
6. Any other business

1. Public questions

There were no questions from the general public.

2. Election of officers for 2017/2018

The current officers (Chair, Vice-Chair, Secretary and Treasurer) having signified their willingness to continue in post for a further term of one year, and there being no other nominations, it was proposed by Mary Castle, seconded by Lynn Brookes that they be re-elected. The proposal was accepted unanimously. John Wright had signified that he would be happy to continue as Bookings Officer and Bruce Royan and Chris Lea had recently agreed to serve as Field Safety Officer and Deputy respectively. David Sibbert proposed and Lucy seconded that they be appointed and this was approved unanimously.

It was noted that Lynn Brookes had recently kindly taken over the Cleaning Rota and Diane Ewart kindly agreed to take on the role of Health and Safety Coordinator for the Village Hall. This would involve periodic (quarterly?) testing of emergency lighting and alarms and monitoring of the accident book and snagging board. Lucy agreed to modify the snagging board to create a space for those making a comment to sign.

3. Dates of Trustees' Management Committee Meetings for 2017/2018

- **Thursday 5th October 2017, 8.0 pm**
- **Thursday 18th January 2018, 8.0 pm**
- **Thursday 19th April 2018, 8.0 pm**
- **Thursday 7th June 2018, 7.30 pm (2018 AGM)**

4. Charney Field update

4.1 Cradle Swings.

The Chair proposed that we renew both of the Sutcliffe cradle swings with similar cradle swings immediately, rather than just one. MR confirmed that the cheaper Premium seat (£78.00) is equivalent to the more costly Sutcliffe seats (£138.00 each) in size and the trustees agreed to purchase two Premium seats. Action: MR to purchase 2 x Premium seats from Online Playgrounds.

4.2 Play equipment modification and re-inspection.

MR briefly outlined the findings of the Play Inspection Company report on the play equipment after Safe and Sound Playgrounds (S&SP) had modified the Holyrood Multi-play. Two low risk findings related to CHAFT's responsibility. The play bark has settled and needs to be topped up significantly to achieve the required 200 mm depth. This is likely to cost around £800. MR recommended going back to the previous supplier who had given us a good price and this was agreed by trustees. The wooden edging around the play bark pit has become loose and needs to be secured. Action: MR to procure bark. DS to arrange re-fixing of edging.

Two low risk items requiring action from S&SP were noted. The rope on the inclined ramp was judged too long and a potential entrapment risk. In addition the bolt cover of the upper rope shackle was judged likely to come off, exposing protruding bolt threads. Darren Spittles of S&SP had agreed to shorten the rope and modify the shackle bolt to remove these risks. A third item was judged very low risk (and therefore insignificant). This was that the new panels inserted to narrow the high-level openings on the walkway were 65 mm shorter than the 700 mm required by BS EN 1176. PIC stated that "*We are satisfied that the intention of the standard has been met and no further action is recommended*". The Trustees accepted these findings but noted that future inspectors might take a different view. Action: MR to follow up agreed remedial action by S&SP.

A further minor issue of protruding bolt heads on the half-round wooden treads on the inclined slope had been noted by Chris Lea during a recent internal inspection. This was not identified by the official inspection as an issue for the installer to rectify. Action: MR will discuss with John Daghish the possibility of minor re-bedding of the bolts concerned.

4.3. Dog fouling On Charney Field.

Bruce Royan had noted dog fouling as a problem encountered during inspections. MC pointed out that if someone is seen to walk away from dog mess left by their dog they have committed an offence which should be reported and will result in a contact from the council and a possible fine. Photos could be useful in identifying perpetrators. It was noted that Hanney has had to make a rule that all dogs must be on a lead on their field. It was proposed that the incidence of fouling should be noted on the inspection sheets to assess the severity of the problem. Action: by BR and CL to note fouling on sheets. MC will raise the issue at Parish Council.

5. Fund-raising and social events: 2017-18

- **May Day 2017.** DE reported that the teas raised £223.97, a remarkable total.
- **Charney Feast 2017.** This has been re-scheduled to Saturday 2nd September 2017, to take place at least partly on Charney Field. Too many people were expecting to be away on the previous proposed date. The big gazebo, tables and crockery have been hired out for that date, so CHAFT will need to locate replacements for these if possible. Action: CT to find out if Cowley Works Carnival may help with some items.
- **Halloween.** Tuesday October 31st 2017. Action: HR and DE to confirm a children's party.
- **Quiz Night.** The last quiz was greatly enjoyed by all those who participated and the trustees requested Lucy to organize another in early 2018. Action: Lucy Gildersleeves

6. Any other business

6.1 Notice Board in Village Hall.

LG reminded trustees that the purpose of the wall notice board in the Village Hall is to display CHAFT and other public interest information and to provide space for displays by the various groups which use the hall. Recently some personal business advertisements have been placed on the walls. These have now been removed.

There being no other urgent business the meeting closed at 9.20 pm