

## SPORTS PAVILION AND FIELD, ROTHERFIELD PEPPARD

**Rotherfield Peppard Parish Council members are hereby summoned to attend The Extraordinary Trustee Meeting for the Sports Pavilion and Field, Rotherfield Peppard which will be held at The Sports Pavilion, Stoke Row Road, Rotherfield Peppard on Monday 11<sup>th</sup> April 2016 at 7:00pm., when the following business will be considered and transacted.**

### AGENDA

Although not a Council meeting, RPPC is the Sole Trustee for the 'Sports Pavilion and Field, Rotherfield Peppard 'Charity and therefore the RPPC Code of Conduct, Standing Orders and Financial Regulations apply unless agreed otherwise.

*Note: For the purpose of accurate minute taking this meeting will be recorded. The Recording will be deleted when the minutes are approved – usually at the following Council meetings*

- 1 **Apologies for absence:** To receive and approve apologies of absence.
- 2 To receive any **Declaration of any Pecuniary Interests or Conflicts of Interest.**
- 3 **New Hirers' scheme**  
Proposal to introduce new hire scheme for small businesses wishing to hire the pavilion with long term plans for hiring the pavilion.
- 4 **Repairs at the Pavilion**  
Proposal to undertake the following:
  - To replacing the 8 spotlights by the kitchen hatch to LED bulbs to match main area.
  - To repair the 'popped out' ceiling light.
  - To repair the outside lights and reduce the security lighting to 20 watts as current 50 watts is overkill
  - To arrange for a PAT test all electrical appliances in the pavilion
  - To install an additional sensor and light to the area around the cricket store where the windows are broken.Confidential:
  - To spend up to £50 to repair of broken windows in pavilion.
  - To remove notice board on outside wall of Pavilion.
- 5 **Cricket Club Agreement**  
To receive and update regarding the status of the Cricket Club agreement (currently with solicitor) and agree actions as necessary.
- 6 **Finance and Admin**
  - Proposal to accept the Sports Pavilion & Field, Rotherfield Peppard Charity:
    - Final (un-audited) 2015-16 Accounts, including year-end Bank Reconciliation.
    - Fixed asset list at 31<sup>st</sup> March 2016.
  - Proposal for new Clerk's access to the Trustee's Bank (CAF) to be set up
  - Proposal to continue banking with CAF Bank and not change to Unity Trust.
- 7 **Pavilion Cleaning during Cricket Season**  
Proposal to increase frequency of cleans of the pavilion during the cricket season.
- 8 **Cherry Trees adjoining cricket pitch**  
Proposal for tree surgeon to review the cherry trees on north corner of the playing field and fell if necessary. Spend up to £600.

**--- End of Meeting ---**

**Public and Press are welcome to attend**

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Linda Collison, Clerk to RPPC