

SPORTS PAVILION AND FIELD, ROTHERFIELD PEPPARD

Minutes of the Sports Pavilion and Field, Rotherfield Peppard Charity (No, 801262)
Trustee meeting held at The Sports Pavilion, Stoke Row Road, Rotherfield Peppard
on Monday 14th March 2016 at 7:15pm

Present:

Councillors:	Tony Cotton (Chairman) (TC)	Valerie Ross (VR)
	Fiona Berry (FB)	Terry Ryan (TR)
	Simon Crouch (SC)	Veronica Treacher (VT)
	Vivien Mitchell (VM)	
Clerk:	Linda Collison (LC)	

Member of Public: 1

Members and public were reminded that the meeting was being recorded and that the recordings would be deleted when the minutes were approved and signed.

1 Apologies:

Apologies were received and accepted from Councillor Rancombe.

2 Member's declaration of Pecuniary Interests:

None.

3 Minutes

It was moved by SC, seconded by TC and resolved unanimously that the minutes of the Council meetings held on Monday 8th February 2016 be signed as a true and correct record of the meeting.

4 Agreement with Peppard Stoke Row Cricket Club (PSRCC)

SC explained that the final copy of the revised agreement, circulated prior to the meeting, had been agreed by PSRCC, and proposed that this version should be sent to the Solicitors for legal review. VM seconded the proposal which was unanimously agreed.

Action : LC to send to Slade Legal.

5 Chair of the Sports Pavilion and Field Management Committee (SPFM Committee)

SC reported that he had resigned as Chairman of the SPFM and proposed that VM is elected as the new Chair. SC would stay on the Committee. Motion was unanimously agreed.

VM reported that there were a few mole hills on the edge of the cricket pitch.

6 Report from the Management Committee Chairman

SC reported that:

1. Pavilion Car Park – Thanks to Councillor Rancombe's efforts, the Pavilion car park 'Pot-holes' have been filled in. A compactor is still required to tamp-down the scalplings – however better, dryer; weather is required for this to be completed successfully.

2. Rabbit reduction – the operation has been completed. Thanks have been received from the PSRCC. If the problem returns, the process will be repeated at no additional cost.

3. New Contract with PSRCC – covered above.

4. New Notice Board (PSRCC) - We are still waiting for the boards to be delivered.

5. Maintenance issues - 3 items currently need attention:

- (i) the outside security lights are not working
- (ii) Lady's changing room light switch needs replacing and
- (iii) A ceiling light in the main hall needs re-installing. Compass Electrical as advertised in the Peppard News (Spring 2016) has been recommended.

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7 Pavilion during Cricket Season (Confidential)

8 Finance and Admin

- a) The ytd accounts at 9th March 2016 were accepted. (Appendix 1). TC reported that :
 - The electricity costs have been reduced and are now under control
 - Unfortunately however, there has been no increase in the hiring out of the pavilion.
- b) The updated CAF bank mandate has been approved and accepted by CAF bank. This will enable the Charity banking to be moved to Unity Trust.
- c) The contract for electricity supply with British Gas will cease at the end of March, with the day-meter ending on 30th March, the night-meter on the 31st March. TC reminded members that the new contracts with Npower do not start until 1st April, therefore on 31st March 2016 the day meter will revert to a variable rate. To avoid unknown, potentially expensive charges, the pavilion should not be hired out on that day and the electricity (on that meter) to be switched-off for the day.

Meeting closed at 7:30pm

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Appendix 1: Accounts -as at 9th March 2016

Bank Reconciliation as at 9th March 2016		
Csh Book at 31/3/2015		14,917.02
Receipts		
Cricket	600.00	
Hearns	660.00	
RPPC	280.00	
Other Hiring	95.00	
Other Income	50.00	
Interest	25.74	1,710.74
Payments		
Bank Charges	0.00	
Payments to RPPC	-2,432.24	-2,432.24
Cash Book at 16/11/2015		14,195.52
Bank Balance at 02/02/2016		14,195.52
Difference		0.00

Savings (M&G) :	
23 units - value at 31/12/2015	4,551.93

2015-16 Costs paid by RPPC at 29th February 2016			
	2013-14	2014-15	2015-6 ytd
Maintenance	32.85	591.90	567.63
Cleaning Pavilion	332.69	17.02	608.34
Electricity	2,120.46	1,963.88	846.33
Water Rates	170.65	150.73	71.34
Insurance	389.51	415.17	404.7
Dog Bin Emptying	103.45	62.79	83.72
Electrical Work	1,104.25	0.00	100
Energy Audit	160.00	0.00	0
	4,413.86	3,201.49	2,682.06