

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

Trustees Present: Cllr Clarke, Cllr Burnett, Cllr Kelsey, Cllr Harwood, Cllr Hawkins, Cllr James, Cllr A Griffin, Cllr J Griffin.

In Attendance: Lynn Clarke (Parish Clerk) Tracey Hutton (Senior Office Administrator).

PF 1/24 - Election of Chair.

Cllr Clarke was proposed and seconded. There being no further nominations this was put to a vote. All present in favour.

Cllr Clarke was duly elected Chair of the Playing Field Trust.

PF 2/24 - Election of Vice Chair.

Cllr Harwood was proposed and seconded. There being no further nominations this was put to a vote. All present in favour.

Cllr Harwood was duly elected Vice Chair of the Playing Field Trust.

PF 3/24 - Apologies

Cllr Edmunds. Apologies approved. Cllr Mackenzie absent.

PF 4/24 - Declarations of Interest.

Cllr Clarke, Cllr Burnett, Cllr Kelsey, Cllr Harwood, Cllr Hawkins, Cllr James, Cllr A Griffin, Cllr J Griffin declared an interest in participating and voting on matters relating to the Playing Field Trust as Cllrs of the Parish Council.

The Clerk granted a 12 month dispensation to those present. Without the dispensation the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of the business and, the dispensation is in the interests of the persons living in the authority's area.

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

PF 5/24 - Public Participation.

None

PF 6/24 – To adopt the minutes dated [27th March 2024](#).

It was **Resolved** – To adopt the minutes with one amendment, the removal of the word man in Chairman within the signature section. All present in favour.

PF 7/24 – Matters Arising.

The work to improve the entrances to the children's play area; one entrance has been scheduled in to be completed before the summer holidays the top entrance will be completed following the re-growth of the grass at the lower entrance.

PF 8/24 - To discuss the ongoing issue with the goal posts.

The Clerk informed that the goal posts are regularly being removed from the ground sockets, to put them back requires 2 members of staff to attend.

This was discussed at length and it was **Resolved** to remove the goal posts and to place an article on the website and Facebook to advise of why this decision has been made. All present in favour.

PF 9/24 - To agree the cost of the repair to the tip of the slide within the children's play area.

It was **Resolved** to approve the cost of £270 + VAT from Minear Engineering for the repairs. All present in favour.

PF 10/24 - To agree the cost of repair to the aerial cableway zipwire cable guides.

Members were informed that this is required as the holes within the blocks have elongated over time.

It was **Resolved** to approve the cost of the repairs by Sutcliffe Play at the cost of £479.44 + VAT. All present in favour.

PF 11/23 – To discuss the garden encroachment and to agree if further action is required.

It was **Resolved** to request the Solicitor contacts the homeowner to move their fence back in line with the boundaries of the neighbouring properties and the Land Registry map. Without the provision of the report from the solicitor and following the site visit, it was clear that the fence is not in line with neighbouring boundaries as set out on the land registry document. All present in favour.

PF 12/24 - To agree the cost of an ecological report for Penny Darn.

Trustees were informed that only one quote has currently been received.

It was **Resolved** to agree the quotations via email once received.

PF 13/24 – To Discuss and re-evaluate plans for the proposed dog walking area.

It was agreed that following a site visit the area needed to be levelled rather than cut back and the arisings removed from site.

Following discussions it was **Resolved** to obtain quotations to have the area levelled with a machine and to obtain further quotations for a service gate and a pedestrian access gate to be installed following the removal of the fence panels to undertake the levelling out work. All present in favour.

PF 14/24 – To discuss the removal of dead trees within the playing field.

Members were informed that some of the trees behind the lower section of the playing field fence were in need of removal due to condition. Quotations have not yet been received from the Councils preferred contractor for the larger trees.

It was **Resolved** for our staff to remove the smaller trees. The quotation for the removal of the larger trees to be agreed via email. All present in favour.

PF 15/24 – To review the electricity tariff for the playing field.

This was discussed at length, Cllr Kelsey proposed that the Trust use YU Energy for the contract. Cllr Burnett amended this proposal to stipulate that the Playing Field Trust arranges the contract with YU Energy direct rather than using a third party.

It was **Resolved** to change suppliers to YU Energy on the provision that the quotation for supplying the playing field is within the region of the quotation provided through the third party. All Present in favour.

PF 16/24 To approve the year end accounts for the Playing Field Trust.

It was highlighted that the formatting on the document needed to be amended and there were a few spelling mistakes that needed to be corrected.

With these matters addressed it was **Resolved** to accept the figures. All present in favour.

[Receipts & Payments](#), [Bank Reconciliation](#).

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.

There being no other business to be transacted the Chair closed the meeting at 20.15.

Chair of St Dennis Playing Field Trust

Signed.....

Dated.....