

**Minutes of Stoke Holy Cross Playing Field Committee meeting held at the
Pavilion on 7th July 2022 at 7.30 pm**

Attendees - Gill Jinkerson (GJ), Giancarlo Iaccarino (GI), Katrina Nobbs (KN) and Lee Cozens (LC)

1. To receive apologies for absence

Jim Hopper (JH), Danny Thomas (DT), Glyn and SHX Football Club

2. To approve the minutes of the meeting held on 29th March 2022

Minutes of 29th March approved as accurate record by GJ (no other members present to second)

3. Matters Arising

No report from football club

GJ unable to speak to CGM

GJ not provided quote for cutting jubilee meadow but agricultural contractor quoted for preparation.

Quotes for new bench received

? DT to purchase and fit rivets to skate park

GJ to arrange additional meeting re embankment slide

4. To introduce Michael Beckett as caretaker and receive an update

Recognition from all Parish councillors of how much better the playing field and play areas looking since Michael started the job. He is regularly cutting brambles / nettles / weeds around carpark, verges around car park overgrown which making a real difference to how play areas and playing field looks. South Norfolk rangers will cut public path verges - this has been requested . Michael querying authorisation of works / costs for work agreed to clarify this but my understanding is I can authorise any emergency repairs for playing fields and other repairs or additional hours for completing work need to be agreed at meeting. Michael will get quotes and invoices for steel stakes for football nets and new posts for car park agreed by committee.

Michael happy to paint wooden play equipment just needs brushes. Action - to discuss with DT re Stoke dad completing some painting. Paint stain in outside store.

Petrol strimmer, lawn mower and BBQ all now working.

Michael Would like keys to PC notice boards as he is going to mend refurbish notice boards. The upper Stoke PC notice board has glass which needs to be replaced with Perspex - raise at next PC meeting. Michael could hold keys and update notice boards.

5. To receive a report from Stoke United Football Club

No report from football club

6. To receive an update from Lee Cozens on the verges / trees

Lee updated re watering and management of verges. Work parties arranged to help with this. Quotes for buying a 200 metre hose and hose reel to help make watering the trees more effective.

7. To discuss the grass maintenance contract

CGM contract discussed. Wild area (no one clear where this was) CGM monthly contract to cut the verge on Long Lane. MB spoken to two men who work for CGM and thought they did good job in the time they have. Action GJ to clarify areas.

Signed



Date 15/11/2022

8. To discuss the hedge between the play area and Jubilee meadow.

Hedge between play area and Jubilee meadow - parent in village suggested the branches brambles could be cut inside the hedge to allow a more freely available playing area for camps. Children playing hide and seek. Carlo and Michael will look inside the hedge and estimate how much time it may take to clear some of the branches. Action MB and GL. If additional hours are needed for this work the meeting agreed to these costs.

9. To discuss play inspections / training

Michael completing weekly play equipment inspections forms and GJ to arrange date to walk round with Michael to identify different skate park equipment. GL to check with DT as to whether he bought rivets for skate park (action from previous Playing Field meeting March 2022). MB happy to replace rivets.

MB will complete play equipment training when next dates are available. Play inspection report copies given to Michael, he is keen to use a spread sheet electronic recording. As long as records available for end of year audit electronic recording acceptable.

10. To discuss the embankment slide and review quotations

Embankment slide, quotes at meeting were old quotes which included steps which after discussion at PC meeting were not needed. GJ shared costs of updated quotes (April 2022) without steps from two local companies. Separate meeting date to be arranged and quotes to be resent to all PC members for decision to be made. Action GJ to arrange

11. To confirm the date of the next Playing Field Committee

Next date of playing field committee to be arranged when DT and JH available. Clerk to circulate possible dates.



15/11/2023