

# Carwinion Playing Field Trust

Carwinion Road, Mawnan Smith, TR11 5JA  
Registered Charity 1173925

# Mawnan Junior Playing Field Trust

Behind St Michael's Court, Carwinion Road,  
Mawnan Smith, TR11 5JD  
Registered Charity 1173926

**MINUTES OF A PUBLIC MEETINGS OF BOTH THE OF JUNIOR PLAYING FIELD TRUST & CARWINION PLAYING FIELD TRUST (HELD CONCURRENTLY) ON THURSDAY 27<sup>TH</sup> JUNE 2019 AT 10.00AM IN THE RENDLESHAM ROOM, MAWNAN MEMORIAL HALL**

**PRESENT: Mr M Faiers, (chair), Mr G Marsden, Mr P Moyle, Mr D Nash, Mr A Prasad & Mrs C Toland**

**APOLOGIES: Mr P Bradley, Mr R Sadler & Mrs J Whibley**

**ALSO PRESENT: Administrator (parish clerk) + 0 members of the public**

**40.19 Safety Procedures** – noted by chair

**41.19 To receive apologies for absence** - Mr P Bradley, Mr R Sadler & Mrs J Whibley

**42.19 To received minutes from the last joint trust meeting on 21<sup>st</sup> January 2019**

It was proposed by Mr Marsden, seconded by Mr Nash and

**RESOLVED** that the minutes of the meeting held on 21<sup>st</sup> January 2019 be approved and signed by the Chair

on a vote being taken this matter was approved unanimously

**43.19 Any matters arising from previous minutes** – none noted

**44.19 To receive the draft Annual Trustees report(s) and to agree any changes before submission to the Charity Commission along with the end of year accounts. (This is now a requirement with the change to CIO status)**

The initial drafts were discussed and it was agreed that Mr Prasad would work with the clerk in the following week to make any required changes. Thanks were given to the clerk for compiling this report.

## **Junior Playing Field**

**45.19 To receive details of current financial position**

Accounts to date were received and noted

**46.19 To receive the annual play inspection report and decide priorities**

The clerk said that two items had been highlighted as requiring immediate actions – the fort, which had an ongoing issue with rotting posts; and the shackle on the zipwire which was loose. Outdoor Play People had looked at the shackle, since it was only loose, when they installed the new swings and had tightened it back up. Mr Faiers suggested that a wirelock be put up to make sure the shackle would never fail.

The fort legs were discussed as it was getting to the point they were either cut & replaced, bracketed or the whole fort taken away – it did depend on skills & costs. She presented equipment specification to replace the fort entirely – with a toddler specific set of new equipment that would be more user friendly.

There were also concerns raised about the benches being freestanding. The Administrator said this was done on parental request and that time had been spent sourcing heavy benches especially for this reason. They took 2 adults at least to move them. Mrs Toland said they were being moved into the path of the zipwire by teens – it was agreed that signs would be put on them asking they not be moved into the path of equipment.

Signs asking parents to supervise play and giving emergency contact details for the Trust (office) were also agreed to. These would replace the 4 existing signs on the gates.

**47.19 To discuss general maintenance of the site (cleaning, gate & fence issues, tree issues on St Michael's Court boundary; planting problems in the Sensory Garden)**

Mrs Toland noted that there was at present a large concrete block dumped in the corner of the Junior Playing Field. Mr Moyle agreed to remove it asap.

The Administrator went through a list of "summer works" that she felt needed doing, which included:

- All equipment & surfaces need 'hard' brushing & algae treatments
- All chains, shackles & gate hinges need greasing
- External gates need looking at – either need sanding of gates or re-siting of posts to allow level closure. Replace spring gate closures, as they are not really effective as they slam the gates closed.
- All wooden equipment needs treating in some form
- Bolt caps on equipment need replacements where appropriate.
- Bolwing Club boundary fence needs restringing (especially St Michael's end).
- Mature trees on boundaries need assessing & trimming
- Install proper path from Grove Hill to Shute Hill cut through (on boundary with Abbeyfield) as it becomes very muddy over winter (increasing in size as more people avoid the worst mud)
- Works needed to take up all grassmat, reseed and replace. Especially under zipwire
- Internal wooden fencing (sensory garden) – failing & rotten in the most part. Either replace sectionally or completely remove/ reinstate.
- Plants within sensory garden are now overgrown or inappropriate. Either cut back or pull up.
- All legs on fort are rotten (unsure as to what degree) and need replacing/bracketing.
- Tyre climber obsolete (rotten posts) & safety matting lifting.

She asked if the Sensory Garden (as an enclosed toddler specific area) was needed, as much of the wood fencing was failing & rotten. If a specific fenced area was necessary then funding would be needed to replace ALL the wooden fencing & retaining planks.

Mr Moyle said that the Sensory Garden had come about as a way to use up some grant funding that had been received to replace equipment about 15-20 years ago.

It was agreed that Cllr Toland and the clerk work up a proposal to "refurbish" the whole playing field. This may include asking the community at large to take a greater responsibility for the play area and its upkeep, beyond that of the equipment. Mrs Toland felt that there were grants out there to cover play-do / playground refurbishments. It was also felt that more use of the space – as a community green area – could be made.

## **Carwinion Trust**

**48.19 To receive details of current financial position**

Accounts to date were received and noted

**49.19 To receive a request from the Parish Council to lease an area of land to site a community office on.**

The Administrator read a letter sent on behalf of the Parish Council requesting permission to site an administration hub on an area of the Carwinion Field.

After a discussion as to what exactly was being agreed (all attendees already being aware of the development plans) it was agreed that a precedent had been set by the pre-school and it was intended that a similar style of agreement would be reached with the Parish Council.

It was proposed by Mrs Toland, seconded by Mr Moyle and

**RESOLVED** that the Trust respond to the parish Council that it would be happy for a building to go on the proposed area, but that negotiations as to a formal lease would be needed before any building was sited.

on a vote being taken this matter was approved unanimously

#### **50.19 Current state of re-negotiations on the MCA lease.**

The S25 notice letter from Stephens Scown was presented for agreement. Once this is issued then the more formal negotiations can begin. The £3000 had been come to through a professional valuation and the 5 years was a standard commercial term. It was hoped that the “issues” with the old lease could be sorted out.

It was proposed by Mr Marsden, seconded by Mr Faiers and

**RESOLVED** that the S25 Tenancy Notice as provided be agreed to and served to the MCA Trustees as soon as possible

on a vote being taken this matter was approved unanimously

A negotiation team was proposed of Mr Prasad, Mrs Toland, Mr Faiers and the clerk. They would be doing the active work with the MCA to achieve what was hoped would be a suitable outcome for both parties.

#### **51.19 To discuss noted site issues (dog use; visibility on exit; gates; trees; floodlights; topsoil)**

- Dog Fouling - the current notices seem to be at odds with the history of puppy training classes taking place at the MCA. It was agreed to write to all primary user groups of the field (Pre-school, MCA, Cricket & Football) reminding them that the whole site of Carwinion Playing Field is dog-free and ask that they remind their members of this fact.
- Visibility out of the site – Mrs Toland brought up that there were regular issues with the number and location of parked cars outside the Carwinion Field; especially at preschool drop-off & collection times. Visibility out of the site between the two granite gateposts is tight and with cars parked immediately at the entrance, there is no way to see what is coming along the road in either direction. The Administrator suggested that we get this added to the parish councils CNP hghways pot for next year. Mr Moyle suggested allowing parking on the field, with Mr Marsden saying that making use of the far end gate – with installed grass protection measures – might be a good ideas for all users as an overflow parking area.
- Gates – it was agreed that the previous quotes for gates be brought to the next meeting as it was felt that even if not regularly closed, the option of having gates for the security of users of the field (especially younger focussed groups) outweighs not having them.
- Tree survey – the Administrator said that she would like to arrange this in the near future, in conjunction with the churchyard and Junior Playing Field.
- Floodlights – electrical, safety & insurance certificates have still not been provided. It was agreed that since the Trust knows about these issues we should be taking pro-active steps. As such the Football Club will receive notice that the Carwinion Trust requires them to present electrical safety certificates, full insurance details and safety checks / risk assessments on the floodlights by the 30<sup>th</sup> August. If not the Trust will undertake such works as necessary to remove any risk to the public from the floodlights and, if necessary, invoice the Football Club for any works done.
- Topsoil – it was a disappointment than once again a large amount of [stony] topsoil had been dumped on the field for summer works. The Administrator agreed to contact the Football Club to ask that this be sieved before going onto the field and that any leftover be removed at the end of the growing season. Bagging and leaving at the side of the field is not an option.

52.19 **Public comments - none noted**

Meeting finished at 11.45am

DRAFT