

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 ONLINE PUBLIC MEETINGS OF BOTH THE OF JUNIOR PLAYING FIELD TRUST & CARWINION PLAYING FIELD TRUST TO BE HELD CONCURRENTLY ON THURSDAY 31ST MARCH AT 7.00PM VIA ZOOM

Present: Mr R Sadler (chair), Mrs M Bate, Mr T Brooksbank, Mrs G Morris, Mr P Moyle & Mrs J Whibley

Apologies:

Also Present: Administrator (parish clerk) + Mr K Bate (MCA)

124.21 **To receive apologies for absence** – none noted

137.22 **Explanation of what 'The Trusts' are and the function of Parish Councillors as Trustees for new members.**

Mr Sadler noted that document sent out by the Administrator and hoped that all members had read it. It was important that the separation of the Trusts and the Parish Council were visible, hence separate meeting schedules.

Mr Brooksbank asked if the constitution documents could be resent to all Trustees.

138.22 **To received minutes from the last joint trust meeting on 8th November 2021**

It was proposed by Mr Sadler, seconded by Mrs Bate and

RESOLVED that the minutes of the meeting held 8th November 2021 now be approved and signed by the Chair

on a vote being taken this matter was approved unanimously

139.22 **Any matters specifically arising from previous minutes**

The Administrator said that Mr Sadler had not reported back on discussions with Tim Lugg about relaying the Zipwire grassmat.

The tree survey that was to be done had been voided by the contractor after major delays and the option of the 2nd quote was now unavailable (works could not be done until after Easter at the earliest). The Administrator asked if she should continue trying to get this done, or wait until after nesting season later in the year.

Carwinion carpark wall – this needed doing asap (before the Jubilee Celebrations) since it seems to be dragging on. Mr Moyle thought that adding a gate, rather than chain was better as fixings would not be in the body of the wall and subject to such damage. A removable bollard was also suggested. Mrs Bate was concerned that having anything that locked would make it difficult to

access the field, especially in an emergency. Suggestions of a combination lock also had the same issues. The Administrator was to look into those locks approved by emergency services.

It was agreed that Mr Moyle, Bate & Brooksbank look into drafting a specification for works asap, with a view to completing these before the Jubilee Bank Holiday. These would be sent out for general review once completed with a view to advertising the as soon as possible. Anyone with recommendations for contractors was asked to pass these to the Administrator as a matter of urgency.

It was proposed by Mr Brooksbank, seconded by Mr Sadler and

RESOLVED that Simon Spear be asked to draw up plans for the carpark/ wall, costed at approx. £100

on a vote being taken this matter was approved unanimously

140.22 To agree date for Trusts AGM 2022.

It was agreed to look to hold this in July, probably as an addition to any MUGA Project meeting. If not it would be as a prelude to the Parish Council meeting that month, since it appeared likely that there would be limited attendance and a separate meeting would be unviable.

141.22 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) PLEASE NOTE- these will be in very draft formats that have not been reviewed so are liable to change.

A statement was to be included that all meeting throughout the year were quorate for both Trusts and a better way of listing the active Trustees considered, as the current list appears to be very confusing.

Mrs Whibley asked that the plans for the self-management group be added into the 'future plans' of the Carwinion Trust report but the Administrator noted that this group had already met once, so including it in 'Achievements' was the best choice for it.

It was proposed by Mr Sadler, seconded by Mr Brooksbank and

RESOLVED that the Trustees reports for the Junior Playing Field Trust 2021-22 & The Carwinion Playing Field Trust 2021-22 be accepted as a true record and could now be published.

on a vote being taken this matter was approved unanimously

Carwinion Trust

142.22 To receive details of current financial position

The Administrator explained that there was a healthy balance, some of which had been set into consideration for the large list of MCA refurbishments works that had been supplied.

It was proposed by Mrs Whibley, seconded by Mr Brooksbank and

RESOLVED that the stated financial position be accepted as a true record

on a vote being taken this matter was approved unanimously

143.22 **Use of the CPF for the Jubilee Weekend Celebrations and various ancillary matters (parking, insurances, licensing)**

The Administrator explained that currently only events directly organised by the Trust were covered by the general field policy. She was talking to our insurers to see if the remainder of the week's events could be covered by our policy or is they could be added for a small increase in premium.

Additionally a TEN license for the events – since most included entertainment or music, needed to be applied for and would be done in the next couple of weeks.

Mrs Whibley said that, at the last Jubilee Committee meeting it was proposed to ask the Rotary Club to provide assistance in arranging parking marshals along with an outdoor grill.

It was proposed by Mr Sadler, seconded by Mrs Whibley and

RESOLVED that the Trust is supportive with the use of Carwinion Field for all the Jubilee Celebration event by the parish community

on a vote being taken this matter was approved unanimously

144.22 **To discuss the Self Management Group; why had it not met after the inaugural meeting in Feb 2021.**

Mr Sadler accepted that this was partially his fault. It was agreed that the self-management group be restarted, with a defined set of boundaries (Term of Reference) as to what they would be expected to be responsible for. This would also include the need for a report to be provided to each quarterly Trusts meeting. Members from all the major user groups of the field would be asked to be included. Mr Moyle was concerned about the Trust losing control but it was explained that the Trust had no knowledge of the day to day working of the field and was already a step away from the users; a management group was what should be in place to bridge this gap with the Trust solely responsible for assuring that it's objectives are being met, not managing the field.

Mr Sadler also felt that the volunteer hours being put in by the teams/ user groups on maintenance/ repairs should have a proper log kept of them.

145.22 **To receive a report from the MUGA Project Team including a request to submit a planning application prior to further public consultation plans.**

Kevin Bate explained that there had been 2 public meetings to date, the first better attended, where the plans had been discussed with the community. Costings for the plans had been presented.

The next stages were to submit a planning application, which would then allow grant funding to start being sourced. Bishop Fleming had been asked to act as agent to source & apply for grant funding – this was quoted at £496.

Mr Sadler felt that this was really too good of an opportunity it miss at this point, as it had been something that had been brought up time and again over several years. Mrs Whibley said it was a 'now or never' opportunity given the commitment already shown.

It was proposed by Mrs Whibley, seconded by Mrs Bate and

RESOLVED that the Trust support the submission of a full planning application, followed by a further public consultation.

on a vote being taken this matter was approved unanimously

Junior Playing Field

146.22 **To receive details of current financial position. To include a discussion on ongoing funding if improvement are to continue.**

The Administrator explained that there had been a missed PC Grant payment (bank transfer issues) that would bring finances into a better position for the upcoming year. Mr Brooksbank thought that it would be prudent to have a sinking fund for the equipment as it was nearing end of life. The Administrator was to gather information on if this was possible and if a request to the PC was possible.

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

RESOLVED that the stated financial position be accepted as a true record

on a vote being taken this matter was approved unanimously

147.22 **To discuss general maintenance of the site (cleaning, gate & fence issues, planting problems in the Sensory Garden, zipwire grassmat)**

The Administrator had spoken to Trebah about assessing the garden but they were not able to provide assistance at present. Mrs Bate suggested asking Glendurgan if they could come and take a look, Mrs Whibley also suggested that maybe the Garden Club and the Allotments could also be asked for help.

Mr Moyle felt that some of the original planting had just overgrown and, in the instance of the trees, should be added to the tree surgery quote for removal (or major pruning at least).

The new pedestrian gate did not have a spring closure on and unless physically secured remained open. The two other gates also needed the spring closures regularly replaced as they broke easily. It was suggested that the opening gates could be replaced with kissing gates – Mrs Whibley was to ask the Countryside Ranger for the spec used by Cornwall Council. In addition the springer (Ronnie Rabbit) needed to be replaced but no further communication about community fundraising had been received. It was agreed that the Administrator find prices for a similar item and circulate for a decision to be made and actioned asap.

It was proposed by Mr Moyle, seconded by Mr Sadler and

RESOLVED that costings to ensure that the current gates closed properly were to be sourced in whatever form was available and that the springer would be replaced as a matter of urgency

on a vote being taken this matter was approved unanimously

148.22 **To receive quotes for tree cutting at the site.**

Mr Moyle thought that the specification was incorrect and it should be that all of the ash along the Bowling Club boundary be removed, not cut back, to stop it requiring attention year on year. Mr Sadler said that this was too late to be included as we were here to discuss quotes on the current specification.

Three quotes had been received and these were discussed and

It was proposed by Mr Brooksbank, seconded by Mr Sadler and

RESOLVED that the quote received from Cornovia at £2040 be accepted for works asap

on a vote being taken this matter was approved unanimously

149.22

Public comments

MCA building works:

A list of desired works to the kitchen & pavilion (totalling £9600) had been provided previously and was discussed. It was agreed that the first 4 items (replace the kitchen ceiling; new worktop & cupboards; sink splashback & a new oven) would be prioritised along with works to bring the rear toilet to a useable state.

It was proposed by Mr Brooksbank, seconded by Mr Sadler and

RESOLVED that funding for the 4 noted items be agreed to and that works be arranged in conjunction with the MCA & volunteers.

on a vote being taken this matter was approved unanimously

Meeting finished at 8.45pm