

Mawnan Recreation Ground N/A

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 MEETING OF THE PLAYING FIELDS TRUSTS HELD ON MONDAY 6TH MARCH 2023 AT 7.00PM IN THE RENDLESHAM ROOM, MAWNAN MEMORIAL HALL,

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

Apologies: Mrs L Shaw (Preschool)

Also Present: Administrator (parish clerk) + Mr K Bate (MCA), Mr M Ley (cricket)

181.23 **To receive apologies for absence** - Mrs L Shaw (Preschool)

182.23 **To received minutes from the last joint trust meeting on 2nd November 2022**

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

RESOLVED that the minutes of the meeting held 2nd November 2022 now be approved and signed by the Chair

on a vote being taken this matter was approved unanimously

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

The Administrator would like it noted that she is disappointed that the attempt to arrange a ZOOM meeting to discuss some minor issues in January met with so little response (only 2 out of the 8 members). She explained that she would only call for a ZOOM discussion if there were things that needed a full Trust response, rather than being left hanging (such as ongoing works issues) – it being easier than trying to get everyone together in person and find an available venue for what could be a very short session.

184.23 **To agree date for the Trusts AGM 2023.**

It was agreed to hold this prior to the next full meeting, scheduled for May/ June.

185.23 **To discuss the drafting of the Annual Trustees report(s) – inc. info from the Charity Commission on extra requirements**

The Administrator agreed to circulate last year's versions of the Trustees reports so that members could consider adding their own comments as she did not feel that her writing every version each year was within the spirit of the report. Mr Brooksbank agreed to assist in editing the final version during April.

Carwinion Trust

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

The Administrator provided the latest balance sheet for the Trust, showing available funds of £13,644.94. 2nd instalments of the PC Grants are still due this year.

187.23 Annual MCA rent offsetting discussion - based on the January 2023 invoice of £500 (factoring in of maintenance works undertaken in lieu of rent)

KB reported that many of the outside works discussed at the last meeting had been done: the boundary wall & coping stones had been reinstated; the pier caps & timbers across the whole run replaced due to rot; a new bollard installed in the entry gap to the field; 5 manhole covers behind the building were replaced, including a new steel collar to one and the potholes in the carpark had been filled (at no charge) by Theobalds. He then submitted a set of daywork sheets (from his company, Fox Construction and excluding any VAT) to a sum of £1629.66 to be offset against the rent invoice (£500), with approx. £450 of remedial electrical works to also be included.

After discussion on the method of balancing the difference between rent & payments made by the MCA during the period

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

RESOLVED that, once the paperwork provided tonight has been reviewed and verified against the lease conditions by the Administrator & Chair, that the CPF lease invoice for winter 2022 be settled and a payment covering the balance of £(1579.66+/-) be made to the MCA.

on a vote being taken this matter was approved unanimously

188.23 To receive a report from the Self-Management Group

Mrs Whibley asked about the installation of the cycle rack – KB said that it had been delivered to the MCA hall by the Administrator and was awaiting siting. He also noted the installation of a defibrillator (funding sourced by L Prynne of Mawnan AFC) just outside of the pavilion. This location would be added to the PC website/ notices.

Mr Sadler was impressed by the wall and the new lighting installed in the hall. KB stated that the lighting had been paid for out of MCA funds.

The Self-Management Group had met on Saturday 4th March but was still awaiting the draft Memorandum of Agreement/ Terms of Reference (from Mr Brooksbank) and an idea of the budget & scope of tasks they were to be undertaking.

Mr Sadler explained that now the boundary treeline adjacent to the road had been cleared there were some large gaps that could, feasibly, allow cricket balls to be hit into the road, potentially causing damage. Martin Ley (cricket) then added that the raising of the crowns on the boundary tree was also adding to a H&S issue and that some fencing/screening was required to go on top of the existing Cornish hedge to plug these gaps and protect outside users. Discussion of the H&S responsibility and how to address it, based on the cricket team's playing risk assessment was undertaken and

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

RESOLVED that the CPFT would pay for the purchase of approx. 50m of suitable cricket grade fencing with the cricket team undertaking installing it as necessary to mitigate their risk assessment of their playing area.

on a vote being taken this matter was approved unanimously

The Administrator raised the 2 outstanding hiring request for the field; 1 from the Falmouth Roadrunners to use the field this October, under the same terms as in 2022; and 1 from the Preschool to hold an Easter Egg Hunt on 2nd April. Both of these were discussed and agreed to.

189.23 To receive any updates from the MUGA Project Team (inc status of the planning application)

Simon Spear (architect) had spoken to the planning officer about the ongoing application and provided responses to the information from Sport England's original objection. Further information on the state of the application was expected soon.

Paul Caunter was still attempting to source funding but felt that the knowledge and time to complete grants was still lacking and it may end up with no-one within the group able to write any bids. The latest thought was to try to find out if anyone in the community would be willing to take this on/ help out.

190.23 Status of other ongoing project works

Most of the items on the list had already been addressed: the kitchen refurbishment FA grant proposal was still ongoing (a further, amended letter of support needed signing).

It was confirmed that none of the field users were looking to put on any community Coronation events.

191.23 Invitation from pre-School for a visit & discussion of ongoing pressures to the endeavour

The Administrator had yet to receive any feedback on a date suitable for Trustees to make a visit to the preschool and would recirculate this. A report from them would also be included, highlighting their issues for the near future.

Junior Playing Field

192.23 To receive details of current financial position.

The Administrator provided the latest balance sheet for the Trust, showing available funds of £2,037.58. 2nd instalments of the PC Grants are still due this year.

193.23 To discuss general maintenance of the site - inc. outstanding points on zipwire repairs, mounding up of safety surfaces, community working groups & equipment safety checks/repairs

The Administrator confirmed that all of the tree works had been completed, as had the removal of the plants from the Sensory Garden, although this had left some level of damage to the grass where vehicles had been driven across it. Bob Sanders had agreed to spread grass seed as necessary once the weather warmed up a little.

Mrs Bate confirmed that she had a list of parents willing to form a working groups for minor projects but needed a suitable list of jobs they could tackle. The Administrator suggested a starting point of the annual 'over winter jobs' she usually prepared – mostly limited to cleaning equipment, basic repairs & small tidying jobs – which she could forward to Mrs Bate asap. It was agreed that a future works plan for the site needed to be drafted – including equipment lifespan replacements, upgrading works and grant funding sourcing/applications - in order to show volunteers we have a purpose and to keep them focussed and engaged long term. It was proposed that, until a meeting with the group had taken place, repairs or replacement of existing equipment be paused in case there were better/ alternative ideas.

Mr Reid thought that replacing the zipwire, simply because we have one and have kept it viable up to now, was not really an efficient use of limited funds – the scale of ours is something ‘out of the norm’ for local playgrounds and was obviously costing significant money to repair and insure.

There was still some CIL funding in the parish budget – although it had been verbally agreed to use 50% of this for the zipwire repairs & new springer – which had a 3 year time limit on, some of which was beginning to near the final deadline before needing to be returned to Cornwall Council.

Mrs Bate also wondered if the weekly visual site inspections could be handed over to the volunteers if suitable training could be undertaken? Mr Sadler thought that it had previously been agreed that these checks were to be done by an outside source– the Administrator said that this was incorrect as she had last been asked to find out if Trebah had the capacity to undertake them (which they couldn’t) rather than accepting the quote from Southwest Play.

194.23 **Public comments - Questions can be asked to the chairman but may not be answered at this meeting**

None noted

Meeting finished at 8.05pm

DRAFT