

Mawnan Recreation Ground AKA

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 THE JUNIOR PLAYING FIELD TRUST & CARWINION PLAYING FIELD TRUST MEETING HELD AT 7.30PM WEDNESDAY 27TH SEPTEMBER 2023 IN THE RENDLESHAM ROOM, MAWNAN MEMORIAL HALL,

Present: Mrs M Bate, Mr P Moyle, Mr R Reid, Mr R Sadler & Mrs J Whibley,

Apologies: Mrs G Morris & Mr G Potter

Also Present: Administrator (parish clerk), Mr K Bate (MCA), Mr M Ley (cricket) & 2 members of the JPF Volunteers

213.23 To receive apologies for absence – Mrs G Morris & Mr G Potter

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

RESOLVED that Mr Sadler chair this meeting in lieu of Mr Potter

on a vote being taken this matter was approved unanimously

214.23 To receive minutes from the last joint trust meeting on 5th June 2023

Mr Sadler was unhappy that the continuation minutes were not listed for review, a mistake accepted by the Administrator although she had circulated when this was pointed out. It was agreed that since the members had not read them they would be held over until the next meeting.

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

RESOLVED that the minutes of the meeting held on 5th June 2023 now be approved and signed by the Chair

on a vote being taken this matter was approved unanimously

215.23 Any matters specifically arising from previous minutes

Mrs Whibley said that the questionnaire mentioned as part of item 210 had not been done as actions with the JPF Volunteers had overtaken this. B Knowles (volunteer) had said that this might be something that they would look to undertaken in addition to the conversations being had with users/parents. A proper questionnaire about what is used or what is wanted might be useful at some stage.

216.23 To circulate final drafts of the Annual Trustees reports (clerk still awaiting Charity Commission new login details to be able assess new requirements & upload)

The Administrator explained that although complete both annual reports were still awaiting upload as the new format of the Charity Commission said they could not be done before Xmas. She was regularly checking to make sure that they could be done ASAP. New accounts had been created for both Trusts. Copied of the reports would be made available on the PC website (Playing Fields page) so the public could review.

217.23 To discuss current insurance quotes and agree on additional coverages necessary for the volunteer management groups.

Quotes received by the Administrator were discussed. She made it clear that these were for the Trusts itself (member liability, Public Liability, assets etc.) and not for the management groups, as unless they were formally constituted she had problems with secondary cover unless 'actively managed' by a member.

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

RESOLVED that the quote for £1106.98 from Clear Insurance Management be accepted for the CPFT insurance

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

RESOLVED that the quote for £1069.38 from Ensleigh be accepted for the JPFT insurance

on a vote being taken both these matters were approved unanimously

(It was agreed to alter the running of the meeting, covering the JPF items first to allow the volunteers in attendance to leave when they were completed, rather than waiting through the CPF items)

Carwinion Trust

218.23 To receive details of the current financial position

The current position of £13,757.84 was noted.

219.23 To discuss the working and set up of the Trust and expectations for the self-management group (this may include a report from the K. Bate and touch on formalising agreements with Football & Cricket clubs).

Mr K Bate reported that the Self-Management Group had not met but were all concerned with the scope & limitations that the Terms of Reference document drafted by Mr Brooksbank earlier in the year would place upon them as volunteers. It was agreed that there be an informal meeting to go through the Terms of Reference and a similar documents sourced by the Administrator, which she would forward to all parties, to draft up some form of Agreement of Undertaking acceptable to both parties. Mr Reid [& Sadler] would be in attendance. It was hoped that similar agreements with the teams/ regular user groups could be discussed if this progressed.

Mr Reid was anxious that we get proper and legal explanations of how the Trusts should be being run, feeling that the current structure, and proposals for a management team, was against the constitution. Despite training with Sarah Mason (CALC) there were still too many unanswered or contradictory questions. He asked if we could arrange to get a legal review by Roger Taylor (Wellers Law & SLCC/CALC recognised expert) done to clarify the position. The Administrator said that she had already made a request for some bespoke training and/or a clarification if we needed an 'introduction' to Roger made via CALC. How this progressed would be forwarded to members via email for an agreement on, rather than waiting for the next meeting.

220.23 To receive any updates from the MUGA Project Team

Mr K Bate (MCA) reported back that one of their members was now actively looking into various grant funding streams for this project. There was no official update of the state of the planning application but S Spear(agent) was of the feeling that the planning application was 'a done deal' with all the issues arising from the ECB having been addressed with the removal of the fixed practise nets from the plans. It was agreed that the store be prioritised as the lean-to and containers were now in an extremely poor state and would be unlikely to see through another winter. The suggestion of buying/ leasing a small container for emergency use was mentioned.

221.23 Status of other ongoing project works (Pavilion Refurb)

Works to the pavilion were well over half way through with plastering was taking place this week. Use of one of the changing areas had tried to be maintained for match use at least but hopefully arrangements could be made in late October with the League for a window of away fixtures to give time for plumbing and flooring works to be done throughout. Volunteers within the users groups who had helped out with electrical and plumbing works were thanked for this assistance. Works to the toilets were now being considered as they, along with the building entrance itself, were not disabled compatible.

222.23 Request by the Administrator to get Stephens Scown to undertake the registration of Carwinion Field.

The Administrator explained that, being a first application, this this needed more specific knowledge than she had an would be better off in the hands of an expert, given that application take upwards of 2 years to go through – and that's without the confusing situation with ownership.

It was proposed by Mr Sadler, seconded by Mrs Whibley and
RESOLVED that Stephens Scown be asked to complete the first registration of the Carwinion Playing Field as an asset of the CPFT

on a vote being taken this matter was approved unanimously

Junior Playing Field

223.23 To receive details of current financial position.

The current position of £5,552.12 was noted. Additional to this would be the first part of the PC grant for 22-23 (banked last week) and the insurance premiums agreed earlier.

224.23 To discuss the position as relating to the volunteer working group

Mr Sadler was pleased to see members from this group in attendance and actively putting forward questions and ideas.

The Administrator explained that it appears that a discussions document from the first group meeting had not been circulated to all members of the JPF Volunteers, so whilst she was expecting information and quotes back from them tonight they were unaware that this was pending. Thus the confusion with some aspects being discussed. It was agreed that the Administrator send via email the discussion document for circulation and that another meeting with Mrs Bate & Mrs Whibley try to be arranged. The Volunteers seemed eager to start fundraising and applying for grants but were slightly unsure exactly what scope, commitment and funding was already available to being any works.

The Administrator was to make contact with the members of the Volunteers to forward information on CIL/ CLUP funding possibilities and, if possible, contact details from other parishes who had been successful in obtaining grants (Mylor/Budock).

225.23 To discuss quotes received for zipwire works, replacement benches

It was discussed and agreed that works to the zipwire should proceed ASAP, with quotes from South West Play Inspections accepted for both the zipwire cableway and grass mat accepted.

It was proposed by Mr Reid, seconded by Mr Sadler and
RESOLVED that the quotes from SWPI for zipwire refurbishments totalling £3065 +VAT be accepted and works commence ASAP. This would be taken from CIL funds as previously agreed.

on a vote being taken this matter was approved unanimously

It was however agreed that the volunteers have a say in what seating/ benches were purchased, depending on their redevelopment proposals. It was proposed that the Administrator hold fire on purchasing benches (up to £1000 as previously agreed) to allow the volunteers time to discuss, although this was a priority matter.

Quotes for the replacement of the boundary fencing with the Bowling Club were proving difficult to obtain, many contractors being extremely busy at present, although the Administrator did have 1. The Administrator said that the majority of the damage was happening in the area immediately behind the football goal as balls were retrieved from the Bowling Club when kicked over the hedge and asked if a gate/ gap could be put in to stop this happening in future – this was refused. Modification to the scope of the quotes being requested were then made again – changes to material, length and height were all put forward by Mr Moyle. It was agreed that Mr K Bate would send details of commercial grade fencing options to be reviewed/ included before any further quotes were sourced.

Mr Sadler asked about the trimming of the hedge along the footpath – the Administrator said that this was in hand with a local farmer just costing up – Mr Sadler then added an additional requirement for 'facing up' works to the outside hedge at Carwinion Field and various topping off of internal hedges.

226.23 **Public comments or matters of concern - Questions can be asked to the chairman but may not be answered at this meeting**

Meeting finished