

# HETHERSETT MEMORIAL P F TRUST

Tuesday 22<sup>nd</sup> November 2011

## MINUTES

### Present

Those present at the Queen's Head:-

Simon Floyd, Mel Perkins, David Chambers, Peter Hoult, Rob Reeve, Peter Steward, Toby Roper

Apologies: Eileen Mulvaney

Minutes of the last meeting were approved

### Antisocial Behaviour

No anti-social behaviour reported

The trustees feel that a time of 10 pm would be a more suitable time for the park lights to be extinguished, and the request will be put forward by Simon at the next council meeting, Monday 3<sup>rd</sup> December

Kane Matthews gave notice that, due to work commitments, he will be unable to fulfil the role of park warden after Christmas. The trustees agreed to pay Kane the honorarium agreed and wish him well for the future and thank him for his diligence

Simon will send Peter S the job description for the job of warden in order that the vacancy may be published on the website

### Maintenance and Checks

Three new rubbish bins were installed on the park and the old ones disposed of. Thanks to Tony Dunton for his assistance

The pavilion apron was fully renewed, extended, and disabled access was enhanced. The old bench and seating unit which was removed from the play area was refurbished and re-fixed in this area

Signage which includes information regarding contact information involving the previous trustees was removed. The damaged sign warning of car park closing was re-affixed close to the park entrance

The trustees were very satisfied with grounds maintenance undertaken by Norse. There perhaps remains one more cut of the field and finally a scarification of the main pitch area. Hedges have been cut satisfactorily. A herbicide treatment will be effected in spring. Vertidrainage will not be needed due to the dry season

The supply of saplings from H.E.A.T. are being picked up this week and heeled in ready for planting in December. It was decided, by the trustees, to form a line of planting which will extend from the mature tree close to the blue container, along the inner edge of the path towards Woodbines field. The trustees agreed that the original plan of running the trees along the old hedge line across the field would interfere with future pitch plans perhaps, and would be vulnerable to damage owing to their small size over the next few years. Peter H and Rob will liaise with Anne and Colin re. planting

### Treasurers Report and Finance

Anne Dixon has presented an invoice for payment to cover litter picking in October

Peter H has presented an invoice to cover full costs of the pavilion apron refurbishment, refurbishing bench plus fixings, modifying the new rubbish bins and supplying postfix compound, paying Anne Dixon for her September invoice, and supplying new timber for the double seesaw

Peter H will provide information with regard to the recent payment timescale credited to Anglian Water

David C explained the framework of the expenditure cost allocation. The proposals were agreed and issued to the clubs. This will form a basis for the future Football club July 2011/June 2012 payment and also the Speedway club Jan. 2012/Dec. 2012 payment to the trust

David C explained the updated budgetary issues. A number of income and expenditure forecast items have been amended

## **Tenancy agreements**

Hethersett Athletic Football club and Hethersett Hawks Cycle Speedway club agreements were signed and ratified

## **Play Equipment**

Adventure Playgrounds of Carleton Rode began construction of the new equipment on Monday. Work is expected to last up to 2 weeks during which time the area affected will be fenced off until completion. A roundabout, purchased separately, will be installed a couple of weeks after completion of the main area

Veolia have issued verbal agreement for work to commence and the Finance Agreement will be sent to the trustees this week

Steelway Fensecure sent a surveyor to measure the fencing requirements and will send their amended quote this week. The whole fencing will be powder coated at source and delivered to the park. Kevin Woods of K & N fencing has been asked to supply a quote for installation

The supply and installation of play equipment and the supply of the fencing has been covered by the various grants offered to the trust

The trustees wish to thank Rob Reeve for his tireless efforts in bringing everything together, on budget and on time

## **Future projects and planning**

Peter S will contact NCFC with a view to securing a Premiership club player being of some renown who could appear at the opening of the new play area. This will officially be sometime in the new year after a framework of publicity has been prepared by Peter S on the hethersett.org website and in the local press

Simon will begin the process of setting up a 'Friends of the Park' group to better enable the planning and delivery of future events

Simon will contact Woodcote on 10<sup>th</sup> January

The trustees will begin to formulate plans for a 'Midsummer Festival' on 24<sup>th</sup> June

Peter S will work with Active Norfolk to stage a 'Come and Try' sports evening on the Memorial Field on May 30<sup>th</sup>, 2012 from 6 p.m until 9 p.m.

Simon will contact Richard Headicar/Woodcote with regard to any progress with a Petanque pitch plan

Mel is garnering quotes from local builders to cover the upgrade of the pavilion that will enable the ladies/girls football teams to be able to return to play at our park

Simon to investigate the QE2 fund

Peter H will contact Jim Bartram to enquire about the Memorial Plaque

Simon is in the process of writing an application to the Heritage Lottery Fund with a view to telling the 'story' of the park

Toby offered to come along to the meeting in order to galvanise support from his peer group with a view to discussing future needs on the park for young adults who do not perhaps participate in the sports currently offered on the park. The trustees wish him well

## **AOB**

Peter S reminded the trustees about the up and coming Hethersett and Meltons Sports Association (HAMSA) meeting at Park Farm next Monday

## **Date of next meeting**

Monday 9<sup>th</sup> January 7.30pm at the Queens Head