

# HETHERSETT MEMORIAL P F TRUST

Monday, 22<sup>nd</sup> August 2011

## MINUTES

### Welcome and Introductions

Those present:-

Simon Floyd, David Chambers, Eileen Mulvaney, Peter Steward, Mel Perkins, Peter Hoult, Rob Reeve, Tony Dunton, Richard Headicar, Anne Edwards

A warm welcome was offered to Richard, ex trustee and representing the interests of Woodcote , and also to Dr. Anne Edwards, tree warden and representing H.E.A.T. on this occasion

### Antisocial Behaviour

It was noted that anti-social behaviour had been very much reduced over the summer months

The car park barrier is now able to be put in operation. Keys will be collected by Tony and Mel (2) initially, with 4 more keys available straight away

Simon will approach Kane Matthews and offer the post of voluntary park warden and who will be mainly responsible for closing the barrier

The park warden job description was discussed by the committee and it was decided that a bi-annual (June and December) honorarium be offered to Kane as a way of remuneration

Simon will contact Mr Wiffen to enquire about any issues raised by the residents bordering the park

### Maintenance and Checks

Peter H and Rob have had a detailed inspection of the play equipment and general park concerns and a regular weekly log of safety checks has been set up. Rob has offered to check each Sunday with the resulting actions and report being entered into a database by Peter H

Peter H will contact and liaise with Kane Matthews with regard to locking the park at night.

Satisfaction with the level of litter picking was expressed and Rob is fitting an extra pick when he checks the park safety on Sundays. It was decided to work on the replacement of faulty bins at the earliest opportunity. Rob and Peter H will discuss siting and choice of bins

The temporary chicken wire fence in front of the newly planted hawthorn hedge close to Woodside school has now been removed

The hedge along the pavement has been cut by Tony

Pavilion repairs have been identified and rectified by Tony

Metal fence close to pavement has been secured

Car park closing sign is now in place

The fencing behind the recycling bins is deemed to be unsuitable and will be removed and stored

The wildflower area has been tackled – initially by Tony – with further work to be carried out on the site in clearing old fencing, tree stumps and rubble in readiness for planting and sowing in the early winter/spring. Anne Edwards will monitor with Peter H

Anne informed the committee that SNDC has offered a number of saplings and small trees for civic use. These will be free of charge. It was initially decided to consider a dozen trees (type to be decided) for the old hedge line from the speedway hedge up to the Woodside school

corner hedge. Other plantings will be considered for the park periphery and a planting plan will be prepared over the next 12 months

## **Treasurers Report**

David C explained the treasurers report and discussed the balance

Thanks to Simon and Peter H for paying outstanding invoices whilst the bank were handling the change of signatories

Richard was thanked by the committee for the amount of £502 handed over to the HMPFT as proceeds from their fete in July

Peter H will contact Dale Watson with regard to his latest invoice for completed grass cutting

Cheques were written for Anne Dixon, Tony, Sign ID and Peter H for July/August invoices

David will send bank information to SNDC recycling so that the payment may be made to the trust by BACS

## **Tenancy agreements**

It was agreed to raise the fees of all sports clubs using the HMPF facilities by 5%

David will chase up all moneys paid and any invoices outstanding in order that this matter can be taken forward

The bowls club are owed a small rebate as a result of overpayment

Simon will contact playing field solicitors (free) to clear up any issues regarding 20 year tenure for the clubs currently using the park

Tony, Peter S and Mel will circulate draft tenancy agreements to all trustees in readiness for the next meeting when we can dot the I's and cross the T's

## **Impending Grants**

Peter H will chase up the Veolia grant application. The trust is anxious to conform with each and every facet of the application. Peter H will try and find out the identity of the equipment requested by the previous trustees and will approach other suppliers with a view to gaining competitive quotes for play equipment, surfacing and fencing

Rob set out information gleaned on his meeting with the manufacturers of the Outdoor Play equipment. The equipment is robust and falls into a category of user as yet not really catered for by current equipment

The information will be presented at the next HAMSA meeting on 5<sup>th</sup> Sept at Park Farm with a view to gaining funding

Peter S will contact Hethersett and district Lions with regard to the generous offer of help with a fitting memorial for the park

Peter S will also delve into the possibility of applying for a robust concrete table tennis 'table for the park

The trustees would like to thank Woodcote Sheltered Housing for their generous donation of £500 resulting from their fete over the Olympic weekend

## **Future projects and planning**

Simon and Eileen will involve the HMPFT in a 'Green Spaces' awareness project. This will entail a general 'green spaces' meeting at the village hall sometime in November

## **AOB**

David and Tony will come to some agreement on the electricity usage by the bowls club who will be happy to pay their portion of the bill

## **Date of next meeting**

Monday 26th September in the pavilion