

## Minutes of the Collyweston Playing Field Association Management Committee Meeting held on Tuesday 27<sup>th</sup> July 2016 at 8.00pm in the Village Hall

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**Present:** Shelagh Busby (Chairman)  
Kay Musgrove (Vice-Chairman & Volunteer)  
Fiona Cowan (Trustee Councillor)  
Ray Wrynn (Volunteer)  
Annelies Franklin (Volunteer)  
Jo Hemingway (Secretary/Treasurer)

### **01 Apologies for Absence**

Dave Lattimore and Gemma Barr.

### **02 Election of Chairman**

Shelagh Busby was elected as Chairman.

Proposed Kay Musgrove.                      Seconded Fiona Cowan.                      All Agreed.

### **03 Election of Vice Chairman**

Kay Musgrove was elected as Vice-Chairman.

Proposed by Ray Wrynn.                      Seconded Fiona Cowan.                      All agreed.

### **04 Minutes of the previous meeting 24<sup>th</sup> May 2016**

The minutes were signed as a correct record of the meeting.

Proposed Annelies Franklin.                      Seconded Kay Musgrove                      All agreed

The Chairman welcomed Kevin

### **05 Open event – to raise awareness of project**

Jo informed the committee that the public need to be consulted about the clubhouse again. The new grant funders she has found will need proof of the need from the community before considering any application.

Annelies proposed a Sponsored Toddle and Kay proposed combining it with a Teddy Bear Picnic at the playing field. Everyone agreed that this is a great idea. Annelies and Kay will work out a route and how to keep the toddlers engaged with collecting maybe stickers to put on a map, and once decided to get back to Jo with the details, so she can print off the necessary forms, posters, etc. Shelagh suggested walking through the Churchyard from the playing field, as stickers can be placed there, then down High Street to the Village Hall, where a toilet is available, Kay suggested involving the shop as another place to get a sticker from.

Jo suggested a marquee is erected where the clubhouse will be built to give the community an idea of what it will look like. She will do a copy of the plans and building for display, along with other information. Jo will also do support forms for members of the community to sign up to.

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

After further discussion it was agreed by all that this would take place on Sunday 2<sup>nd</sup> October starting with the Sponsored toddle at 10.30am, then returning to the field for the picnic at approximately 11.00am.

#### **06 Fundraising Events for 2016/17**

Jo stated that events whether large or small need to be held regularly to continue building the project funds.

Kay stated that she has found that a Casino Night would cost £750, which is not viable. Jo said that £350 is available, but the committee members would need to run it themselves.

Shelagh suggested something like the Wrinkle Rock concert that has been done before with a barbeque, but Jo doesn't have any contact for them now.

Cllr Cowan offered to ask around her music friends to see if they had any contacts.

All will report back at the next meeting with ideas.

#### **07 Project Update by Treasurer**

During August Jo is hoping to apply to the following grant funders:-

- East Northants Community Fund – for building
- ENRMF (Augean) Landfill Tax fund – for building
- Mick George – for interior items
- Garfield Weston Foundation – for building but require proof of need for this
- Masonic Fund – might be able to get third party funding donation for the landfill tax grants.
- Hanson Cement – might be able to get a donation.

#### **08 General fiancé including review hire of equipment charges**

a) Project funds now stands at a balance of £14,498.78p.

The working fund and staff costs make the balance up to £16,528.84

b) Equipment Hire as of 20<sup>th</sup> November 2013 is £2.50 hire charge (excludes tennis net) with a refund of £1.00 if returned in good condition.

All agreed this should remain the same for now.

#### **09 General Maintenance**

The pocket park requires some work which should take place in the autumn.

#### **10 Next Management Meeting**

Tuesday 4<sup>th</sup> October 2016 8pm in the Collyweston Slater.

Chairman closed the meeting at 9.15pm

Sign: \_\_\_\_\_

Date: \_\_\_\_\_