

Minutes of the Collyweston Playing Field Association Trustees Meeting held on 11th April 2006

PRESENT: -

Mrs S Busby	Trustee/Parish Council Chairman
Mrs G Woodman	CPFA Secretary
Mrs C Jackson, Mr L Jackson, Mrs L Giddings Mr D Lattimore	CPFA Committee Members
Ms F Cowan Mrs L Byrne Mr R Wrynn Mr W Schulze	Parish Councillors
Mrs J. Hemingway	Parish Clerk

Item 1. APOLOGIES FOR ABSENCE

None.

Item 2. MINUTES OF THE PREVIOUS MEETING

Minutes of the previous meeting on 21st September 2005 were approved and signed.

Proposed by Mr. Les Jackson. Seconded by Ms Fiona Cowan. Agreed by all.

Item 3. Annual Audit

The Treasurer reported that the accounts for year ending 31st March 2005 were completed and a copy of the Statement of Accounts has been passed to everyone for their approval.

Receipts = £4,049.40 Payments = £3,212.71

Therefore the balance carried forward to next year is £9,288.07p

The balance in the Reserve Account at 31.03.06 is £8,506.83p

The balance in the Current Account at 31.03.06 is £781.24p

The balance of Petty cash is £0.00p

It was **RESOLVED** to approve the Statement of Accounts and bank reconciliation's for the financial year ending 31.03.06

Proposed by Mr Werner Schulze. Seconded by Mr Les Jackson. Agreed by all.

Item 4. PROFESSIONAL/PROJECT MANAGER

Mrs Hemingway reported she has been advised to appoint a professional/project manager to get the planning conditions discharged, it would also aid the grant applications, as it show the donators that the project is serious and well managed. Ms Cowan suggested getting in touch with villages that have done similar or village hall projects, to see whom they used to aid their projects. Mr Lattimore and Mr Jackson suggested Manton, Glaphorn and Woodnewton to start with. Mrs Hemingway will pursue these ideas and report back at the next meeting.

It was **RESOLVED** that a Professional/Project Manager is appointed at the discretion of the Chairman and Mrs Hemingway.

Proposed by Mr Les Jackson. Seconded by Mr David Lattimore. Agreed by all.

Signed: _____

Date: _____

Item 5. MULTI-GAMES AREA

Mrs Hemingway showed three quotes from Bigfoot, Monster Play Systems and SMP (Playgrounds) Ltd to the Trustees and Committee members for consideration. The Chairman and Mrs Hemingway had met with a representative from each company at the site. Confirmation of the size of tennis court is required. Mrs Hemingway will do this for the next meeting.

It was **RESOLVED** that the quote from SMP (Playgrounds) Ltd was acceptable to all.

Proposed by Mr David Lattimore. Seconded by Mr Les Jackson. Agreed by all.

Mrs Hemingway informed everyone (now they had decided who should get the work) that out of the three, SMP were the only ones who didn't say the CPFA should be considering changing the way it had been planned, or even having the court in a different place in the field.

Item 6. POCKET PARK

The Pocket park work is complete apart from the erection of the finger sign/pole and the two welcome boards. Permission from Highways is required and Mrs Hemingway is trying to arrange a meeting to sort out the details of where it can be placed. Mr Jackson and Mr Lattimore will install it if permission is given for them to do so. They will also do the welcome boards when they are ready. The Chairman thanked them for volunteering.

Item 7. FUNDRAISING EVENTS

- a. Mr Jackson proposed having a musical night. Mrs Busby will look into the licence requirement for this. It was suggested that perhaps the 12th August would be suitable.
- b. Mr Jackson also proposed that a Roulette/Casino night should be held later on in the year.

Item 8. NEXT MEETING

The committee agreed that the next meeting should be on Wednesday 10th May in the Village Hall at 7.00pm

Item 9. ANY OTHER BUSINESS

None.

There being no further business to discuss, the Chairman closed the meeting at 8.35pm.

Signed: _____

Date: _____