

## Minutes of the Collyweston Playing Field Association Annual Trustee Meeting held on 14<sup>th</sup> October 2009

**PRESENT: -**

Ms Fiona Cowan	Trustee Chairman
Mrs Shelagh Busby	Trustee/Committee Chairman
Mr Ray Wrynn	Committee
Mr Paul Johnson	Committee
Mrs Jo Hemingway	Secretary/Treasurer
Ms Esme Russell	Young Citizen
Master Rory Russell	Young Citizen

**Item 1. APOLOGIES FOR ABSENCE**

Mrs L. Byrne and Mr W. Schulze.

**Item 2. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

Minutes of the previous meeting on 17<sup>th</sup> September 2008 were approved and signed as correct.

Proposed by Mr Paul Johnson.

Seconded by Mrs Shelagh Busby.

Agreed by all.

**Item 3. MATTERS ARISING FROM THESE MINUTES ONLY**

None.

**Item 4. TRUSTEE REPORT BY Ms COWAN**

Ms Cowan congratulated the Committee on another good year of fundraising events, she also thanked the members for all their hard work for the Charity, including getting the electrical supply to the field which will make holding fundraisers easier and that the water connection is nearly complete.

Ms Cowan also stated that she was very impressed with the young people of Collyweston and their care and enthusiasm for the Playing Field projects and their participation in the PlayBuilder Scheme.

**Item 5. TREASURER'S REPORT INCLUDING UPDATE ON FUNDRAISING EVENTS**

1. Statement of Accounts at 31.03.09 – the treasurer read out the figures for the accounts  
 Receipts - £7,375.07p.      Payments - £5,805.41p.      Net profit - £1,569.66p.  
 Balance at year end stands at £13,775.06p.
2. Accounts at 30.09.09 – the treasurer reported that the current balances are:-  
 Receipts - £3,082.61p.      Payments - £1,729.33p.
3. Fundraisers since last meeting:-
  - Christmas Raffle & Fun Quiz - £424.62
  - Car Boot – April - £71.94
  - Wrinkle Rock – net cash profit - £170.50 plus stock = £206.05
  - CRB checks fund – raised approximately £6 for Shelagh, Kay & Jo, which means we need to get another £24.
4. Memorial Benches - A total of £666.91p was in the reserves – two memorial benches have been purchased and with obtaining a large discount from the company Rawgarden, Mrs Hemingway was able to buy a picnic table as well. Total outlay before VAT was £578.91p. The £88.00 left over was put transferred to the project reserves.
5. PlayBuilder Scheme Grant – Mrs Hemingway congratulated the young people in the village for their enthusiasm in turning out to meetings. The deadline for the grant application is now 8<sup>th</sup> January, but the CPFA have got to now get an endorsement for the proposals from

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the Police, County Councillor Mrs Smith and District Councillor Miss Bradberry. This is because in certain places like towns, the cable rider has caused anti-social behaviour. Mrs Hemingway now has to convince the Police that this won't happen in Collyweston.

6. Community Spaces Application – Mrs Hemingway put in for a grant of £35,000 expecting to be turned down at Stage 1, like the other 8 grant applications, she was wrong. Good News, the CPFA have been invited to apply for Stage 2 and have been appointed a Facilitator who Shelagh and Jo have met. It is her job to help us get the money. We do have to have matched funding of £35,000, which means that at this precise moment we need to find approximately another £18,000 from somewhere. We have 6 months to do all this, which isn't a lot of time, but if we are waiting on answers from grant funders, the deadline can be extended. Jo wished all grant funders were so accommodating. The other good thing about Community Spaces is that we can apply for a revenue grant of up to £3000 to have a big party to celebrate the official opening of the MUGA.

**Item 6. TO APPOINT A MANAGEMENT COMMITTEE**

The Chairman advised that another meeting would be called to discuss this matter more thoroughly before the next Parish Council meeting on 12<sup>th</sup> November. The following would continue to act as committee members until then.

Mrs Shelagh Busby, Mr David (Bodie) Lattimore, Mrs Katherine (Kay) Musgrove, Mr Ray Wrynn, Mr Werner Schulze, Mr Paul Johnson and Mrs Jo Hemingway agreed to continue.

**Item 7. TO CREATE A YOUNG PEOPLE'S COMMITTEE AND APPOINT A CHAIRMAN AND VICE-CHAIRMAN**

The Chairman read out apologies from Miss A. Bedford, Master J. Bedford and Master A. Bedford who are unable to attend due to other commitments. Present was Miss E. Russell and Master R. Russell. Due to there only being two young people in attendance, the Chairman asked Mrs Busby and Mrs Hemingway to call another meeting. The Chairman congratulated the young people of Collyweston for their dedication and enthusiasm. Mrs Hemingway suggested that the young people try and think of a name for the group ready for the next meeting. The next meeting was scheduled for Wednesday 28<sup>th</sup> October in the Village Hall at 7.30pm, Jo will do an agenda.

**Item 8. TO ADOPT A CONSTITUTION**

Mrs Hemingway explained that in order to qualify for lottery funding there must be a constitution in place as well as the Trust Deed. An example of what the constitution could be was passed to everyone, but Mrs Hemingway stated that she was not happy with it as it was aimed more at the Trustee rather than the committee that is actually running the Charity. Therefore, Mrs Hemingway suggested that the Trustees consider appointing the Committee as a Management Committee for the next five years, to enable the sport projects to be fulfilled. The Chairman postponed this item to a later date.

**Item 9. ANY OTHER BUSINESS**

Dog fouling in the playing field and access areas has raised it ugly head again. Some owners think that because it is rural and a field, they can do as they please. Jo will put an article in the magazine again and Shelagh suggested getting the young people to try and address the issue once their group is established.

There being no further business to discuss the Chairman Ms Fiona Cowan closed the meeting at 8.20pm

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