**GPFA MEETING 15th Jan 2024 at 7.30pm Glapthorn Village Hall**

1. **Welcome – Nick Knowles chair welcomed all to the meeting.**

Nick Knowles (NK) - Chair

Malcolm Moss (MM) – Vice Chair

Debbie Carmichael (DCa) - Secretary

David Cashmore (DC)

Elli Igglesden (EI)

Joanna

Jo Hood (JH)

Paul Woodcock (PW)

Sam Moss (SM)

1. **Apologies for Absence**

Cheryl Scott (CS)

Gillian Bland (GB)

Philip McNaughton (PMcN)

1. **Minutes of Previous Meeting** - Review of actions from previous meeting and sign off.

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| **Person Responsible** | **Action Required** | **Outcome** |
| GB | Barclays account to be set up | DCa to find out status:  Post meeting note: this account hasn’t been set up. |
| NK | Servicing of Lawn mower at end of season | Successful mowing rota over the summer. NK will arrange for this to be done before we start cutting again in the spring. |
| MM | Order new Caps for play equipment | Company will order caps and send to MM. In hand |
| NK | Grass cutting Rota | NK will arrange when the grass starts to grow again |
| NK | Crib Sheet for starting and using the mower | NK will create a crib sheet for using the mower and this will be left in the shed for people to reference. |
| DC/MM | Rospa inspection of Play equipment paid for by parish council yearly April/May | Hasn’t been approved at PC, aim to get agenda with PC for Feb. Action will now be for payment and PC will coordinate aiming for inspections yearly from April. |
| EI | To produce google form for maintenances check | Maintenance google checklist completed |
| DCa | To send monthly reminders for those completing the maintenance checks | Actioned |
| DC | To resolve rust issue on adult equipment using black Hammarite | Carry forward for dry weather |
| All | Maintenance on car park | No action. Pile of soil to stay and will be spread on field I spring. Maintenance will be arranged after soil is removed. |
| GB | To check if Sue Bradley has been paid for school end of term event | DCa to find out status:  Post meeting note: All outstanding payments for events have been paid. |
| DCa | Look out sports England field maintenance guidance |  |
| NK | Check Licence agreement between PC and GPFA outlines the PC paying for the standing charge of the water. If not will update |  |
| Fundraising committee | To meet to arrange Bonfire evening | Action complete and Bonfire evening arranged |
| Fundraising committee | To meet to discuss wine tasting on a Sat before Christmas | Wine tasting can only be on a Friday evening. Fit around Royal Oak Club dates aim for 26th April/10th May |

1. **Padel Court**
   1. Discussion on grant for proposed Padel court –

MM Opened discussion explaining the proposal following the Padel court documents that were circulated prior to the meeting. The proposal is to apply for grant funding for a Padel court in the area on top of the crates which are for drainage next to the play area. The court would be 20m x 10m and enclosed in reinforced glass. MM has sought advice on laying a court on top of the crates and as this area is on a seam of limestone, advice from an engineer that can install the court is that this area would take such a court. It would require planning permission and a successful grant application. MM advise that upkeep would be minimal. It could generate income for the running of the GPF. You can get automatic systems to book online and would release a code for players to get in. Electrics would be required to the area for this. Padel rackets could be rented.

DCa asked what the surface was like and if it was like a tennis court that needed replacing. JH confirmed she had played Padel in Germany and the surface was an Astro so would require minimal up keep.

DCa mentioned it would be in an area that moss could collect on the surface, JH advised that you can get moss treatments you could use which would be required to be funded by the GPFA as a maintenance, but would come out of the booking fee.

DCa asked if it had to be blue in colour as shown in the documents. JH confirmed it could come in different colours and green maybe more fitting for the area.

MM will not apply for a grant on the basis of the village paying for the up keep of the court, it would have to fund itself and generate revenue for the field.

EI feels GPFA/PC has a duty to the village to see if this is what villagers would want in this area and if they would support.

NK confirmed the need to ask the village, DC confirmed the planning permission process would give the village the opportunity to express support or not.

DCa asked if the court could be used for Basketball as well. JH highlighted the only issue with that would be people would then have to pay to use it as well and that probably wasn’t the aim of a Basketball hoop.

EI suggested a flyer went out to ask the village comments.

JH confirmed it could be played by all ages for the young to the older age.

DC confirmed the Parish Council will be driving this due to reclaiming VAT and would need to go to parish council to for consultation. Suggestion was to bring for discussion at a PC during an open forum.

NK/MM actioned to confirm who would put forward to village via parish council.

DC confirmed the GPFA would be responsible for the up keep and maintenance and the running of the court.

NK asked does the GPFA support for the PC to take forward as a proposal.

It was decided the Glapthorn Community would need to be consulted and be able to have their say on the proposal before the GPFA would vote on this.

DCa asked to confirm that flood lights are not an option, as this was discussed before and the committee ensured villagers that floodlights weren’t being proposed. The committee agreed that this proposal would not include floodlights and this would also limit the hours of play to daylight.

MM confirmed for the grant application to be made we would need support from the tennis club, squash club, school. MM has had a brief word with the chair of the tennis club about the proposal. The tennis club is also investigating such a court as well as Oundle school.

NK thanked MM for putting forward the idea.

DC confirmed all we are endorsing today to take forward to the next PC meeting.

NK confirmed the GPFA main concern was if the community want something like this in the area, if the community come along and say they wish to support the proposal the GFPA consider supporting.

NK/MM/DC will go to Parish council and get the feel for the community. If the school endorse as well they will benefit from the resource. Next Parish Council meeting 17th Jan 24.

1. **Insurance**
   1. Insurance – renewable. Authorised from GB. The insurance documentation needed an address and we can’t use village hall for an address because of no letter box. NK has kindly used his address for the insurance details. Cost of insurance £333.65. GPFA have to maintain field and are responsible.
2. **Maintenance Issues -** (items raised from playground checks, general maintenance, any complaints etc)
   1. Sand slit update/maintenance – Sand slits have been filled by a team from the village, thank you to all those that participated. The field is looking the best it has looked for a while. Grass is currently not growing in the slits and another seeding in March / April time will be required. Also, in April the committee will need to spread the soil on the field which is currently on the carpark. The field will require a nitrogen based fertiliser to be spread in April.
      1. Summary of maintainance

March – Spread remaining soil and re-seed grass

April – spread Nitrogen based fertiliser

* 1. Report on Grass cutting – thank you to everyone for cutting the grass last year and keeping the grass with a good cut. When fair weather comes again and the grass is growing NK will start the rota again. EI – requested a crib sheet of how to start machine and mow. NK will do a crib sheet on how to run machine and will leave instruction within the shed.
     1. Servicing Costs – NK will arrange just before the cutting season again.
     2. Grass Cutting Rota – NK will cut if it gets to long. On WhatsApp group.
  2. Report on Fence Maintenance – couple of places where the fence stuts are beginning to split near the playground. We have spare fencing to replace when required. People are climbing over the fence.
  3. Playground/playing field Inspection
     1. Children playing equipment repair – when dry the equipment is less stable, but when wet it works.
     2. Exercise Equipment repair – rust to be treated by DC when it is drier
     3. Trees are fairly eaten by deer but are hanging in there.
  4. Car park observations / Maintenance - to report to GPC none to date

1. **Treasury Report :-**
   1. Balance - £2050.10 current with £333.65 to come out for insurance £1716.45. Post meeting note a further £375 paid in from events. Total £2091.45
   2. Outgoing – servicing of mower and fertilisers
   3. Income – £375 from events

Year accounts have been supplied. Error in accounts, carried forward from previous year as it should be. Last year carry forward was incorrect, this years carry forward is correct.

1. **Fundraising Report -** (updates on events held or upcoming events & applications for funding)

Bonfire – total taken minus costs £128.61. All had a lovely time, Bonfire went up well. DCa to ask where funds are from events (see note above). Big thank you to MM for allowing for the event to be run on his paddock and thank you to everyone involved.

1. **Administration Issues-** (documentation, rotas, hall bookings, insurance etc)
2. Rotas - All happy for Cheryl to continue and thank you for her efforts.
3. MM requested a maintenance subcommittee to be formed to action maintenance outside of this committee. NK feels maintenance can be discussed during the GPFA can be discussed at meeting. MM would like someone to take over the running of the maintenance committee and others need to come on board to help. Currently no additional volunteers have come forward to run the maintenance of the field. MM stated a list from sports England of what to do to maintain the field for sports use, based on what Sport England require. MM likely to be stepping down in a few years and a transition period would be required. FCC who supplied 90K grant for the field emailed 2 months ago as to how are things going with the field. MM let them know what was going on and the work that had been completed. FCC sent someone around to check and we were signed off. The committee would need to take that responsibility for the sponsors.

DCa agreed to find sports England outlined maintenance programme. MM asked everyone have a think to see if they are willing to take on a role of maintenance lead.

1. **Any Other Business**

DC – PC have water supply standing charge is £100 a year paid quarterly. Parish council to take on standing charge. The GPFA pay for water used which is at a commercial rate. Fund raising event would be needed to help bring in costs. If we use water we have to pay for it.

The licence agreement between PC and GPFA needs to be checked to confirm this water arrangement is outlined. NK has a copy. NK will update the agreement.

1. **Proposed date of the next meeting / AGM**

**AGM – 15th Mon April**