

HAWKCHURCH PARISH COUNCIL

Clerk to the Council:
Mr John Vanderwolfe Chartered MCIPD, MCMI
Newenham
5 Halletts Way
Axminster
EX13 5NB
01297 34444
johnvw@tiscali.co.uk

Minutes of the Hawkchurch Playfield Committee held at the Hawkchurch Village Hall on Tuesday 16th October 2018 commencing at 7.15pm

Present: Cllr's J Baker (Chairman), Cllr S Bartlett, Cllr T Greenshields, Mr B Gibbons, Ms S Harding and Mr D Cowling.

In attendance: Mr J Vanderwolfe (Clerk to the Council) and four members of the public.

P11	Chairman Cllr Baker was proposed by Cllr Bartlett, and seconded by Cllr Greenshields. There were no other nominations; therefore Cllr Baker was duly elected
P12	Apologies None received
P13	Declarations of Interest under the Code of Conduct No declarations were made at this stage of the meeting.
P14	Minutes The minutes of the meeting held on the 17 th July 2018 were adopted as a true record; and were signed by the chairman
P15	Tennis Court Repairs A quotation had been received from H.C. Lewis & Company LTD which included preliminary work at £1,722, surface work at £2,874, with the option of another treatment to extend the life of the surface at £812. In addition repair work to the surrounding fencing could be carried out for £350. All prices are exclusive of Vat. Some comments were raised that there had been a rather large increase in the quotation costs since the previous quotation given to the tennis club. The clerk informed the meeting that under financial rules of the council more than one quotation should be obtained because of the total cost of the contract. Failure to do this could be criticised by audit. Resolved that further quotations for the work be obtained. Cllr T Greenshields agreed to look into suitable companies who could provide this service.
P16	Insurance The clerk explained that he understood that there had been some confusion in

	relation to the wording of the lease regarding insurance. Whilst the council remained responsible for having insurance of the field, it also had a duty to ensure that user groups also had adequate insurance cover to cover their individual activities. It was not the responsibility of the council to cover that cost. The council would ask to have a copy of each user's insurance policy when it was renewed each year.
P17	License The meeting was informed that the football club and tennis club had in past years paid £20 each per year. Agreed that this would be the charge for the first year, but that it would be subject to review after that.
P18	Democratic Period Permission was asked to move the notice board to the rear of the pavilion. This was agreed.
P19	Maintenance There were concerns about the condition of the kissing gate and moss on the tarmac. There was a problem with the guttering which Mr Cowling offered to deal with. A risk assessment will be carried out by the council in the very near future. This will be reported back to the next meeting.
P20	Lottery Mr Cowling kindly stated that he would continue to do the lottery draw. The clerk would be informed of the names of the winners well in advance of the meeting to enable him to prepare the cheques
P21	User Reports <ul style="list-style-type: none"> • New goal posts had been erected • The Pavilion had received a heavy clean • A new shower was being fitted • The kitchen would be painted • Fire extinguishers have had their annual inspection
P22	Finance Mr Cowling presented a cheque to the value of £4,000 to the council from the former Playfield Accounts.
P23	Next Meeting Tuesday 15 th January 2019 at 7.15pm