

**Cherry Burton Sports Field Management Committee – Inspection Tuesday 7 June 2016****Present: T Baker, I Kelly, P J Wardale, M J Wells**

Ref	Item	Action/Comment
<b>1. Car Park and Access Road</b>		
16/01/01	Access Road Surface	TB to discuss with contractor possible arrangements to fill in pot holes TB had arranged for some holes to be filled in but several remain
16/01/02	Car Park – Area in front of footpath	Area to be hatched with yellow paint to permit unrestricted access to footpath
16/01/03	Car Park – Emergency Access Point	Area in front of access point to be hatched with yellow paint
16/01/04	Fencing Repairs	TB to continue investigations into ownership TB continuing to pursue this
<b>2. Pavilion Exterior</b>		
16/02/01	Guttering and Soak Aways	TB to further discuss proposed work with two contractors and obtain more detailed quotes and circulate to SFMC members Work now completed
16/02/02	Baden Powell Section External Door	IK to paint it green to match as far as possible that of the other doors
16/02/03	Loose Paving Stone at car park end	IK to level ground and reinstate if possible IK had carried out this work
<b>3. Corridor</b>		
16/03/01	Vacuum Cleaner	IK to service to see if it can work properly IK had done this – cleaner working OK
16/03/02	Cleaning Equipment	To be removed to store off lounge when IK has checked contents
16/03/03	Ceiling damage	Work now complete
16/03/04	Fire Extinguishers	PJW to chase inspection date Inspection carried out
<b>4. Changing Room No. 1</b>		
	No comments	
<b>5. Changing Room No. 2</b>		
16/05/01	Boiler	PJW to chase maintenance engineer PJW still awaiting date
<b>6. Changing Room No. 3</b>		

16/06/01	Toilets	Next SFMC meeting to discuss options for toilet provision which meet external access needs for disabled persons and internal needs for officials and female players <b>TB to arrange meeting with architect and users</b>
16/06/02	Filing Cabinet	Ik to explore means of disposal <b>Kris Blake to arrange (now in CH Room 3)</b>
<b>7. Equipment Room</b>		
16/07/01	External Door	TB to discuss threshold and external means of keeping doors open when in use <b>Work carried out</b>
16/07/02	Electrical Board	CBCC and CBFC to ensure that equipment does not impede access to the electrical board
<b>8. Lounge</b>		
16/08/01	Drawer unit	Ik to arrange disposal <b>Done</b>
<b>9. Kitchen</b>		
16/09/01	Eyewash Kit	IK to arrange attachment to wall and to ask colleague to make regular inspection
16/09/02	Medical Kits	IK to ask colleague to make regular inspection and place inspection details on wall and to replace any outdated stock
<b>10. Toilets</b>		
16/10/01	Toilet Doors	TB to ask contractor to ease doors <b>Done</b>
<b>11. Baden Powell Section</b>		
16/11/01	Emergency Door	Ik to check door to ensure that it is closing properly
<b>12. Perimeter</b>		
16/12/01	Hedges/Bushes	TB reported that further work would be carried out in August/September
<b>13. MUGA</b>		
<b>14. Tennis Courts</b>		
16/13/01	Fallen leaves	TB to obtain quote for blower to assist with leaf clearing
<b>15. Former playground</b>		
	No comments	

<b>16. Non-Turf Strip</b>		
	No comments	
<b>17. Field</b>		
16/07/01	Sight Screens	CBCC to provide means of securing the screens to improve stability – alternative is to move screens to edge of former playground at end of matches
16/07/02	Grass Cutting	MJW still had reservations about the standard and timing of cuts
<b>MJW</b> <b>8 June 2016 (Revised 27 July 2016)</b>		