

# **Cherry Burton Sports field Management Committee 25 November 2015**

**Present:** T Baker, T Jenkins, J Peirson, P J Wardale, C J Wells, M J Wells

**Apologies:** B Dickinson, I Kelly

## **15.11.07 Appointment of Chair**

- TJ elected to chair the meeting

## **15.11.08 Minutes of the Previous Meetings**

(1) 8 September 2015

(2) 29 September 2015

(3) 12 November 2015

## **15.11.09 Matters arising from the Minutes**

### **(1) 15.09.02 Water Tap and repair of leak**

- PJW queried this and re-stated that as only CBCC would use it CBCC should pay
- TB pointed out that the tap previously used by CBCC had been removed by contractors without consultation in the course of the extensive repairs three years ago. Therefore SFMC should be responsible for its re-statement
- Agreed that SFMC would pay half the cost.

### **(2) 15.09.07 Cherry Burton Cricket Club Developments**

- Agreed to add as a final paragraph that CBCC give SFMC and CBOC early information about CBCC requirements

### **(3) Recent Incidents**

- PJW reminded everyone that SFMC was still awaiting a CBFC Incident Report with recommended actions following the incident with recommendations/corrective action following the incident involving the portable goal posts

## **15.11.10 Proposed Development Plan**

### **(1) Schedule of Projects**

- See attached revised schedule

## **(2) Sport England Standards for New Facilities**

- MJW referred to the table which had been circulated with the agenda – this showed that the pavilion did not meet ten of the nineteen criteria
- This was no criticism of the original design but it reflected the changes that had taken place within the last thirty years
- Items 05/07/15/16 were also requirements of the York and District Senior Cricket League in which the cricket club's first team would be competing from 2016.

### **15.11.11 Sports Field and Pavilion Matters**

**(1) Changing Room 2 – Boiler** –PJW to arrange for a full service

**(2) Changing Room Heaters** – PJW to arrange checks on all heaters

**(3) Adjoining Fence and Trees** – MJW had written to the land owner and had included photographs of the gaps in the fence but had received no response

**(4) Grass Cutting 2015**

- MJW pointed out that extra matches did not mean that more cuts were made to suit the cricket club – SFMC had agreed cuts of 8-10 days – in fact cuts had been carried out on average every 10 ½ days
- Cutting the outfield to ECB standards also did not involve any additional costs

**(5) Grass Cutting 2016**

- Agree 16 cuts from March to September
- Any additional cuts to be paid by CBCC and CBFC

**(6) Weed Treatment**

- No action for now

**(7) CCTV Cameras**

- Agreed, in view of recent incidents, to investigate the provision of a system

### **15.11.12 Multi User Games Area (MUGA)**

**(1) Review of Operations after One Year's Operation**

- MJW submitted a review of operations which showed which parts of the original business plan had been carried out

## **(2) Proposed Marketing Plan**

- Deferred for MJW to look at possible ways of assistance

## **(3) Possible Change of Name**

- Various suggestions considered but agreed to ask Cherry Burton Primary School to consider a competition to choose a name
- MJW to write to the school

### **15.11.13 Financial Matters**

#### **(1) Review of Financial Reporting Arrangements – Transparency**

- TJ brought the attention of the committee to the Transparency Code – CBPC members said that they were aware of it
- Contents and implications discussed
- Agreed that in future any member who wished to arrange any work or had been authorised to arrange any work should obtain an order number from PJW who would keep a record of all orders and provide a list for SFMC meetings
- All payments made between meetings to be circulated with the agenda for the following meeting
- Budget updates to be circulated with each agenda

#### **(2) Current Position**

- PJW circulated the current figures

#### **(3) Charges for 2016**

The following charges were agreed

- Cricket and Football Clubs £500
- Tennis Club £150
- Rounders Club £60

#### **(4) Audit Arrangements**

- PJW described the current arrangements

#### **(5) Proposed Budgets for 2016/2017 to 2018/2019**

- PJW circulated his proposals which were agreed

#### **(6) Fund Raising**

- Deferred to the next meeting

## **(7) Baden Powell Group**

- Agreed to review BPG contributions at the next meeting

### **15.11.14 Health and Safety Matters**

MJW to ask users for their updated health and safety policies

### **15.11.15 Cherry Burton Cricket Club Development Plan**

MJW provided an update.

### **15.11.16 Date and Time of Next Meeting**

To be decided

**MJW**

**7 February 2016**