**Pilton Playing Fields Meeting Minutes January 2024**

1. Present: Tom Hollings, Owain Powell, Tracey Mapstone, Terry Moulder, Joanne Ferguson, Joy James
2. Apologies: Kelly Sumner, Dee Nobbs, Joe Marcangelo-Lyons, Andy Reilly, Sophie Burr
3. Declarations of Interest: none
4. Approval of previous meeting minutes
	1. Minutes from November approved
	2. Minutes from December. Paper notes handed to JF to type, to be formally discussed/approved once circulated.
5. Matters arising from previous meeting
	1. Pavilion door damaged and likely needs to be replaced. TMa will inspect and if needed get quotes for replacement. Unfortunately no longer under warranty so cost needs to be covered.
	2. Need to complete risk assessments for fire etc.
	3. Discussed football pitch maintenance. Currently AR maintains pitch and in return Pilton FC use for matches. Awaiting any further proposals from AR and football club.
6. Hire Charges. Discussed these in general and in relation to recent booking request.
	1. TMa suggested larger bookings run into the next day to ensure adequate change over time.
	2. For recent booking request JML proposing £300, Joy proposed raising this to £450 to include a cost of hire for the following day. Discussed the need for more information before we can decide. This needs to include size of marquee, number of people, what they will need access to. All agreed that we are in favour in principle but with conditions – own insurance, TENS licence, numbers appropriate etc. Will also need to include a get out clause if field not in appropriate condition following festival. Will also need to ensure agreement from festival as technically they have the field until end of July. ***Agreed that JF and JML to communicate this and await further information.***
	3. Reviewed the hire agreement, agreed that we need to update hire terms to include that building should be left as found and all bins/rubbish to be removed and disposed of by hirer (later particularly relevant for larger groups although agreed this should be a blanket rule)
7. AOB
	1. JJ completed letter on behave of trustees to youth club, happy to send this and update with response.
	2. TMa raised that Junior football club are using the building despite this not being agreed. Need to clarify this with them. Also raised that one of the bins is broken. Agreed to get rid of broken bin and use skip bin. Will need tools to remove broken bin as screwed in.
	3. OP has spoken with representative from council involved in the Collette play park project. Matthew keen to come talk with us about funding but preferably in office hours, OP will organise and circulate date then whoever can attend welcome. ***TMa to bring play park plans to the plans for us to have a look at next meeting.***
	4. TH discussion with GFEL progressing well. Will update if any decisions need to be made.
	5. JF asked about any update on plans for the broken dog poo bin. Shame for this to remain in unused state given the need around the village. Problem has always been to find another site for this that the council will be willing to empty. Suggested the site on public footpath close to tithe ban. ***TMo agreed to take this to parish council***.
	6. Discussed April AGM. Will need to ensure that we leave adequate time to prepare for this as needs to be advertised 21 days before. Will also need to ask designated clubs to nominate candidates for the committee ***TMo will write to Sophie to ask if she still wishes to be on the trust as not been able to attend any meetings so far.***
	7. Discussed that the cricket club is a designated group despite not using the premises. Agreed that we need a resolution to ask that any club that does not use the premises be removed from the list of designated user groups and equally new user groups can be added to ensure fair representation. Agreed this can be at the discretion of the trustees and can then be voted on at subsequent meeting following AGM. ***TH agreed to create this resolution for the AGM agenda.***
8. Date of next meeting
	1. Tuesday February 20th
	2. Has been raised that Tuesdays not always the easiest day for all trustees although most meetings so far have been well attended. Alternative dates at the pavilion tricky as only available Tuesdays and Sundays.
	3. ***TMo proposed we stick to 3rd Tuesday of the month. Vote unanimous***. TMa will book these in.