

## Minutes of the meeting of the Watton-at-Stone Community Hall Board of Trustees held in the Community Hall on Wednesday 29<sup>th</sup> May 2002 at 7.30 p.m.

Present: Mr. N. Poulton (Chairman) Mr. D. Stock  
Mr. I. Knight Mr. J. Meischke

### 1 Apologies for absence

None.

### 2 Minutes of meeting held on 12<sup>th</sup> March 2002

The minutes of the Watton-at-Stone Community Hall Board of Trustees meeting held on 12<sup>th</sup> March 2002 were approved and signed by the Chairman (during the Parish Council meeting held on 10<sup>th</sup> April 2002), with the following amendment.

- Page 2, Item 5, Any other business - Boundary fence adjacent to Cricket Pitch  
'Mr. Meischke said that he will arrange to meet with Martin Tipper (from Watton-at-Stone Cricket Club) re concerns over the effectiveness of boundary fence which is in place to stop balls from going onto School Lane and endangering passing pedestrians and vehicles.'

Should read:

'Mr. Meischke said that he will arrange to meet with Martin Tipper (from Watton-at-Stone Cricket Club) re concerns over the effectiveness of boundary fence which is in place to stop balls from going onto School Lane.'

Mr. Filer had stated (at the April 2002 Parish Council meeting) that he was not happy with the final paragraph of item 3, Matters Arising - 'It was suggested that all Parish Councillors who wish to charge hirers receiving tennis coaching come up with strategy for charging and be personally involved in policing the situation.' Parish Councillors were also not happy with the above minute and agreed that when the Parish Council agrees a course of action it is a corporate decision and responsibility does not fall on an individual.

### 3 Matters arising

- **External light**  
The external light above the fire exit of the Main Hall has been installed.
- **Bike ramps**  
The bike ramps have been installed and are being well used by the youngsters.  
Mr. Poulton and Mr Meischke met Jeff Skidmore on-site and instructed him to tidy up the earth mounds and stones in the surrounding area. This work has now been completed. Mr. Skidmore used a large excavator to flatten the earth mounds.  
Mr. Poulton said that the youngsters had called at his house and asked for more bike-ramp equipment. He informed them that they would have to prove that they could behave themselves this summer before the Parish Council could consider installing any more equipment.
- **Grass cutting**  
Sedexo cut the sportsfield grass soon after the March Trustees meeting and have continued cutting it weekly.
- **Post-and-rail-fence**  
Nick Whitehead has installed the post-and-rail fence and EDHC have agreed a grant for £500 from their LEAF fund.

### 4 Multi-purpose Play Area

Mr. Meischke said that since he first spoke to Websters in early December 2001 asking them to replace the broken floodlighting bulb, a second bulb is now not working. Websters agreed to carry-out the work this week, but because of the recent wet weather this has still not been done.

It was agreed that because Websters had taken so long to replace the light, when the work is complete and we have been invoiced accordingly, we should make a point of our loss of income due to the lights not being in full working order, i.e. we expect a discount.

Mr. Meischke agreed to chase Websters to get the work done.

**Action: J. Meischke**

Mr. Meischke said that between 10-15 holes approximately 2.5 cm in diameter had appeared in the surface of the MPPA.

They may have been caused by metal bicycle-pedals. There is a notice on the MPPA fence saying that no bikes are allowed.

Mr. Knight said that Doe Sport had agreed to repair the holes and will give us pots of the light and dark green paint to conceal the repair work. It was agreed that if Mr. Foster of Doe Sport does repair the MPPA surface free of charge, then a letter of thanks would be sent to him. **Action: I. Knight/J. Allsop**

Mr. Stock expressed his concern about the future of the MPPA surface if cyclists continue to damage it. Mr. Meischke suggested that the Parish Council install another light on Church Walk so that the area becomes more visible. It was agreed that youngsters are actually attracted to areas with lighting and therefore a new light could exacerbate the situation.

It was agreed to monitor the situation.

Mr. Knight said that the Tennis Club had put up their best nets for Tennis Club and public use. The old nets will be stored for emergency use only.

## 5 Inspection of new equipment

Mr. Poulton said that the Clerk had been in contact with Cornhill Insurance who informed her that all our equipment has public liability cover of £5,000,000 provided that we carry-out an:

- annual inspection of all equipment (which we do)
- weekly visual-inspections to detect any obvious defects or problems (including broken glass in the surrounding area etc.)

Any claimant would have to prove that the Parish Council had been negligent in some way.

The Clerk offered to carry-out the visual inspections.

**Recommendation:** The Parish Council appoint the Clerk to carry-out the weekly inspection of the play area, MPPA and bike ramps area, with the exception of the week that Parish Councillors carry-out their monthly inspection.

Mr. Meischke said that he would carry-out the monthly inspection in August and as any other weekly inspections that the Clerk is unable to do during the summer holidays. **Action: J. Meischke**

## 6 Litter picking and opening and closing of toilets

Mr. Poulton said he had been doing Don Chandler's litterpicking duties since has been off sick.

Christine Babbage of 1 School Lane has been opening and closing the toilet doors for the past five weeks, but wishes to give up doing so at the end of this week.

Mr. Poulton said that he would speak to Don Chandler to see if he wishes to continue his work at the Community Hall and his litterpicking duties for the Parish Council when he has recovered from his illness. In the meantime Mr. Poulton will continue to carry-out the litterpicking duties. **Action: N. Poulton**

Mr. Stock suggested that members of the playschool maybe willing to open and close the toilet doors for a fee. This could provide us with a reliable solution to the problem. Mr. Poulton to contact playgroup to see if they would be interested, if Don Chandler did not wish to continue with this task. **Action: N. Poulton**

Mr. Poulton said that the Brownies carried-out a litterpick in the village today. It was agreed to send a letter of thanks to Carole Moore (Leader of the Brownies). **Action: N. Poulton/J. Allsop**

## 7 Opening instructions for the community Hall

Mr. Meischke said that he had drafted instructions for the opening of the door adjacent to the car park, which Mr. Stock had looked at and amended. Mr. Meischke said that he felt that the wording still required some further alterations.

The requirements for the opening instructions were discussed. Mr. Meischke and Mr. Stock agreed to make some minor alterations and give these to the Clerk who will enclose these instructions with the Community Hall hire agreement. **Action: J. Meischke/D. Stock**

## 8 Any other business

Mr. Knight asked if the Tennis Club could have two additional keys for the external toilets. This was agreed.

The Clerk to give Mr. Knight the two keys and invoice the Tennis Club accordingly. **Action: J. Allsop**

- The meeting closed at 8.14 p.m.
- The date for the next Community Hall Trustees meeting is 3<sup>rd</sup> September 2002.