

HAXEY PARISH COUNCIL

Westwoodside Playing Field Management Committee

Minutes of a meeting of Haxey Parish Council Westwoodside Playing Field Management Committee held on **Friday 25 October 2018 at 10am** in the Meeting Room of the Foreman Carter Centre, Westwoodside Playing Fields.

Present: Cllrs Carlile, Foreman, Henwood, Knowles. Richard Carter in the Chair.

1. **Apologies for absence**

None.

2. **To approve the minutes of the meetings held on 21 September 2018.**

Resolved – unanimous approval of minutes.

3. **Site Issues**

- **CCTV Cameras update** – NLC Community Safer Neighbourhood Grant for both the CCTV and MUGA lighting as part of the security of the building and field and has been rejected. Grant for the work might be available to WPFA from the IGas organisation. This subject will be an agenda item on the November Parish Council meeting when a decision on continued registration by the Parish Council will be made. Following a requirement to look at the CCTV recordings after notification of potential problems identified at the Playing Field by Westwoodside Academy, some problems with the CCTV DVR and the new “bullet” camera had been identified, which need to be sorted out. **Clerk to note the availability of IGas registration and provide advice on whether WPFA can register in its own right or await the decision of the Parish Council (Sole Trustee). Clerk to contact BJ to look at the problems with members of the Committee and also discuss the system passwords.**
- **Legionella update** – The company who provided the report had attended a site meeting and several issues had been raised which needed the attention of the Management Committee. A meeting had been arranged for the matters to be discussed at 1100 on 29 Oct 18. **Chairman.**
- **Further container installation** – Following the recent clean out of the container it was decided that there was not now a requirement for a further container; however, it would be useful to re-configure the current installation with the installation of another door. The fixing of further signs to the Container and MUGA needed to be completed as was the repainting of the anti-vandal paint on the Container. **Clerk to arrange for a quote from the local container repair Contractor for the work to install a new door and also arrange for the purchase of stick-on and fence fixing “Do not Climb, Danger of Injury, At Your Own Risk” signs for subsequent fixing. Anti-vandal paint to be renewed on next work day.**
- **Monthly work days** – the last work day on 17th was cancelled due to it raining. R Carter met with Martin Richards and he will provide a quote to replace the wood on the skate park. T Foreman has obtained a quote from J Carnaby - £450 plus materials. **Ongoing - T Foreman & Clerk.**

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4. Finance/Calendar

- **Update on Finances** – Discussed - Satisfactory.
- **Tesco – bags grant** – ongoing project. **Clerk.**

5. Outstanding Actions

- The Committee went on to discuss the Outstanding Open Actions – changes/updates are highlighted in Red/Bold at the end of the minutes.

6. AOB

- Some guidance as been issued on CCTV. Clerk to send Cllr Knowles & R Carter a couple of examples of policies - ongoing. **Cllr Knowles, R Carter & Clerk.**

7. **Date of Next Meeting.** Friday 16 November 2018 at 10am.

Ongoing Open Actions

- **Septic Tank** - The Contractor who emptied the septic tank last year was being contacted by the Clerk to the Parish Council to request an invoice and book a further emptying.
Cllr Knowles to chase.