**Minutes of the meeting of Hoton Parish Council Playing Field Committee (PFC) held on Tuesday 15th November 2022 at 7.00 pm in the Private Room, The Packe Arms**

**Attendees:** Cllrs Dargie, Doherty, Grigis and Rathod and Mr Roy Eady

1. **To receive apologies for absence.**
	1. There were no apologies for absence. Jon Boz has resigned from the Committee in writing to Cllr Dargie.
2. **To agree who will take the minutes for the meeting.**

**2.1.** It was agreed that Cllr Doherty would take the minutes.

1. **To co-opt non-councillors as non-voting members to the Committee.**

**3.1.** There was no co-options.

1. **Disclosure of interests.**

**4.1.** There were no disclosable pecuniary interests; personal interests; or personal interests that may lead to bias on items on the agenda.

1. **Questions any comments from members of the public.**

**5.1.** No members of the public were present.

1. **Discuss Village Day to be held on Sunday 20th November 2022 at 1200 - 1530.**

**6.1**. **Key activities.** The following key activities in priority order were agreed to be included for the Village Volunteer Day:

1. Remove the Trim Trail.
2. Replace the barrel planters.
3. Thin the large planters.
4. Fix bench in the bus shelter.
5. Clear the leaves.
6. Lope off the low branches.
7. Clear the tennis court surface.
8. Clean the metal play equipment.
9. The H&S assessments will be completed by Cllr Doherty.

**6.2.** **Transport required for the day.** Cllr Doherty and Grigis agreed to assist as required

**6.3.** **Equipment.** Equipment required for the Volunteer Day with initials of those providing in brackets is:electric chain saw (RE), saws (SG, SR, RE), petrol chain saw (MD), spades (MD, SR), petrol blower (MD, SR), tree loppers (MD), sweeping brushes (MD), builders bags (All), leaf pickers (MD), wheel barrow (MD), goggles (MD), ear defenders (MD) gardening gloves (individuals), washing up gloves (individuals), buckets (HD, MD), sponges (HD), adjustable spanners (SR), spanner and socket set (SR), hand forks (MD, HD), trowels (MD, HD), plastic sheet (MD), cordless drill 13mm drill bit (SR), big lopers (MD), WD40 (HD, SR) and hand shears (MD), petrol (MD).

**6.4.** **Clear jobs in priority order.** Listed as above.

1. **HPC Budget items. To discuss and agree funding for the playing field volunteer day.`**

**7.1.** There was agreement on the following spend within the £499.99 PFC limit.:

1. Soil for tyre planters 3\*100l (maximum £60). MD to source.
2. Petrol expenses 6 mile round trip \*15 (£40.50).
3. Petrol for equipment (£10).
4. **To agree plans to remove trim trail.**

**8.1.** As above in 6.1 and 6.3.

1. **To discuss and agree the playing field inspections plan**. Frequency and rota for completing the checks.

**9.1.** It was decided that the frequency would be weekly and the amount of things to be checked weekly has been reduced.

1. **To review the playing field projects for FY23.**

**10.1.** The two main projects will be the large planters and trim trail.

1. **To agree the funding requests to present to Hoton Parish Council for consideration for FY23.**

**11.1.** To retain the Playing Field Community Fund to match fund any grants.

1. **Review grant and finance opportunities to support projects for 2023**. Allocate projects to councillors for further investigation & planning**.**

**12.1.** By end of the Jan 2023, Cllr Dargie and Cllr Doherty to have applied for three grants for the planter and the trim trail.

1. **Agree the date, time and place of the next three meeting dates.**

**13.1.** The next three meetings will be held at the Packe Arms at 7.30pm on:

Tue 21 Mar.

Tue 27 Jun.

Tue 17 Oct.

1. **To agree items to put forward to the Council for the press release.**

**14.1** Any volunteers from anyone that has experience in applying for grants to assist the Committee.

**14.2.** To be adapted as required dependent on attendance on Sunday’s Volunteer Day thanks to all volunteers and include a list of achievements.

**14.3.** Following advice from the Clerk, add whether there are any interested parties in sponsoring projects within Hoton village and on the Playing Fields.

Cllr Doherty

Minute taker