

Management Committee of the King George V Playing Field, Hunton
Minutes of the meeting held on Wednesday 16th November 2022 at 8:15pm
at Hunton Village Club, West Street, Hunton
Charity number 1084141

Present:	Mr Simon Taylor (Chairman)	Hunton Cricket Club
	Mr Steve Jones	Hunton Cricket Club
	Mr Colin Slattery	Hunton Bowls Club
	Mrs Angela Baptie	Hunton Bowls Club
	Mr Scott Elliott	Hunton Football Club
	Mr Danny Peacock	Hunton Football Club
	Mr David Heaton	Hunton Parish Council

Secretary: Mrs Sharon Goodwin

Apologies: Mr Tony Stanbridge Hunton Parish Council

1. Welcome

The Chairman welcomed everyone to the meeting.

2. Minutes of the previous meeting

The minutes were agreed as an accurate record of the meeting on 14th September 2022. Copies had been distributed to all Trustees and Parish Councillors and were as usual available on request.

3. Matters arising

- A working party undertook maintenance work on 9th October. Updated minor works list attached at Appendix A.
- ST will obtain a quote for fencing in the New Year from Tate Fencing to supply and fit a post and rail fence between the orchard fence and the mower shed. A price will also be obtained for the supply of close-boarded fence panels between the mower shed and the cricket pavilion.
- Paul Messenger has not responded to SG's emails about rabbit control. Absolute Pest Control contact details have been provided to SJ. There has been less rabbit activity recently (although there are some under the pavilion) and no mole activity. To monitor.
- SE reported that a new toilet has been fitted in the Football Club changing rooms. SE will send the invoice to SG, to be paid by the Parish Council. The light in the kitchen is not working. SE will contact Q-Tec Solutions.
- Racking will be fitted in the container in the spring.
- The bin which is hidden by shrubbery is on a slab of concrete, so the best course of action will be to cut the shrubbery back.
- SE advised that the football pitch will not be rolled as the ground is too soft now.
- DH will source a gate post to replace the Community Orchard post which has rotted.
- The Memorandum of Understanding (MOU) between the Parish Council/Cricket Club and Parish Council/Football Club has been signed on behalf of the Parish Council and each of the clubs. All parties have a signed copy.
- CS will purchase the Little Owl box in the spring.

- CS will contact Robert Cox about cutting the beech hedge.

4. Health & safety

- Two MBC monthly reports (dated 2nd September and 5th October) have been received on the children's play area since the last meeting (inspection conducted by the Play Inspection Company on behalf of MBC). All findings are very low risk or low risk.

Comparing to the August report:

Picnic table:

- A number of fixings have worked loose - secure all loose fixings. Also on the Sept/Oct reports.

Cradle swings:

- The surface is lifting at the edges and creating trip points - repair perimeter of surfacing to remove trip points. Also on the Sept/Oct reports.

Multiplay:

- Paintwork has been damaged or worn exposing the metal underneath which is rusting - treat any rusting components and repaint. Also on the Sept/Oct reports.
- There are a number of dents in the slide surface - monitor for any further deterioration and repair as required. Also on the Sept/Oct reports.
- The connecting lugs are worn - post splitting where monkey bars are attached. Also on the Sept/Oct reports.
- There are fixings missing - replace all missing fixings. New on Sept report and also on Oct report.
- There are projecting bolt threads present - remove excess thread length and deburr or provide cap. New on Sept report and also on Oct report.
- A number of fixings have worked loose - secure all loose fixings. New on Sept report and also on Oct report.
- Basket swing:
 - There is some noticeable evidence of chain wear - monitor for any further deterioration and replace when 40% worn. Also on the Sept/Oct reports.
 - The timber has a number of splits/shakes or air cracks and this may affect the stability and allow water ingress which will accelerate the rotting process - monitor to ensure the splits do not cross through fixing points of the structure and/or cause any instability. Also on the Sept/Oct reports.

Trim trail:

- There is some strimmer/machinery damage apparent on the posts, this can penetrate the preservative applied to the timber and affect the rotting process - monitor for any deterioration and replace as required. Also on the Sept/Oct reports.
- The item is slightly loose in its foundations - monitor for any further deterioration and repair as required. Also on the Sept/Oct reports.
- The timber is rough and worn - items loose in the ground. Also on the Sept/Oct reports.
- The item of equipment is missing/removed from site and the inspector was unable to assess the condition of it. Consider replacement of missing item. Also on the Sept/Oct reports.

Some of this work has already been done and the photos in the reports look old in some cases. Once the November report has been received (which will be the first report since the working party carried out the maintenance work) SG will contact MBC about the discrepancies in the reports.

- As of 1st April 2023, MBC will no longer undertake the play area inspections. The Parish Council's insurer requires the equipment to be inspected by a RoSPA trained inspector on an annual basis for the insurance to remain valid. In terms of more regular inspections, other parishes appear to inspect with varying frequency (weekly/monthly), usually by the Clerk or councillors. Therefore, it would be acceptable for members of the Playing Field Committee to conduct monthly inspections, in addition to the annual inspection. The inspections will need to be documented.
- The Tree & Pond Warden has lopped off the sprigs on the Oak tree in the corner, which were hanging over the football pitch.

5. Finance

- The Income & Expenditure report to 31st October 2022 was noted. There will be £4,588 in funds remaining after outstanding invoices have been paid at the meeting.
- The payments made since the last meeting are:
DD - Castle Water x 2 (water charges - September/October) - £99.70
Unity Trust Bank (service charge) - £18.00
- The following payments were approved:

300140 - Maidstone Borough Council - Bin emptying (September/October)	£150.00
300141 - Commercial Services Trading Ltd - Grounds maintenance	£214.42
300142 - Robert Cox - Tidying play area and car park / Cutting hedge to Hunton Engineering	£390.00
300143 - Simon Taylor - Reimbursement for timber for multiplay	£99.75

 The cheques were signed by DH and SJ.
- SG will find out how much money the Committee had at the same point last year.
- SJ advised that for supply only, including delivery and fixings, the springy tractor will cost £842.09. The Committee agreed that SJ should order the tractor and store it until spring. SJ will double check the measurements to ensure there will be one metre clearance around the tractor when it is installed. Some of the leftover grids could be used on the surrounding ground.
- ST reported that the Smart meter has been installed which will reduce the electricity tariff for the cricket and bowls clubs. It may also be possible to get some money back from the government. HWCC has some ideas on how to reduce electricity consumption and there are ECB grants available for improving energy efficiency.

6. Administration

- None.

7. Other parish news

- None.

8. Any other matters

- South East Water have set up a compensation fund of £250,000, due to loss of water and low water pressure during the summer months. Hunton was one of the areas affected. Parish councils can apply on behalf of charities, community groups and not for profit organisations. The Parish Council will apply for any funds required. The following requests were made:
Bowls Club - new water pump - CS to confirm the price (approx. £1,200)
Cricket Club - new scarifier - £450

Football Club - changing rooms refurbishment - £800

Date of next meeting: Wednesday 11th January 2023 at Hunton Village Club (although the 2023 Parish Council dates are still to be arranged)

The meeting ended at 9:10pm.

Appendix A: King George V Playing Field – Minor Works List

Item	Required Work	Work Completed	Complete
Picnic Tables	Clean and repair (remove moss/algae, re-tighten bolts/screws, sand rough/splintered edges and replace broken slats).	<ul style="list-style-type: none"> Older table cleaned and screws all re-tightened. Ordered new slats from Sustainable Furniture but they were too short and need to be replaced with the correct size - fitted. Both tables ideally need to be moved to enable grass cutting and repair / re-growth (a 4-person lift). 	Yes Yes
Multi Play	Clean/sand all paintwork including box frame and repair where necessary (epoxy fill/paint with red oxide paint). Re-paint all paintwork. Sand rough/unfinished edges of platform. Clean slide platform and consider fitting spare platform timber to top.	<ul style="list-style-type: none"> Extra screws needed for platform where some have fallen out. Spare platform timber will not fit slide platform ... Simon to order pressure-treated timber for platforms to match existing. Painting still to do and sanding of platform edges. 	Yes Yes
Swings	Clean/sand all paintwork and repair where necessary (epoxy fill/paint with red oxide paint). Re-paint all paintwork. Re-grease shackles/bushes.	<ul style="list-style-type: none"> Shackles and bushes re-greased. Painting still to do. 	Yes Yes
Activity Trail	Clean and repair (remove moss/algae, re-fix posts as required and replace missing post/step).	<ul style="list-style-type: none"> Not yet done. 	No
Basket Swing	Remove redundant staples.	<ul style="list-style-type: none"> No redundant staples found on basket swing timber. 	Yes
General Play Area	Clear debris/weeds/etc and cut grass.	<ul style="list-style-type: none"> Safety surface cleared and grass strimmed and cut. 	Yes
Safety Net	Drill and fix post. Replace bottom cable and re-fix net.	<ul style="list-style-type: none"> Post drilled and fixed. Bottom cable repaired and net re-fixed. There is one point where the net needs re-fixing on the top cable but will need cherry picker / hoist for safe access. 	Yes No
Car Park	Fill holes with scalplings and consolidate with roller.	<ul style="list-style-type: none"> Scalplings spread and rolled. 	Yes