

King George's Field, Lower Heyford

Committee of Management

Date: 27 October 2020

Time: 19:30 hours

Where: Virtual meeting to be held via Zoom/telephone in view of the Coronavirus pandemic

Present: Anthony Alder (AA) - HAFC, Chris Daly (CD) – PCC, Bruce Eggeling (BE) – LHPC, Ric Fowles (RF) – LHPC p.p. Village Hall Fund, Liz Goodwin (LG) – Independent – Chair, Lynn Humberstone (LH) – WI Cheryl Pike (CP) – LHSSC.

Apologies Donna Husband (DH) – Independent, Atlanta Kyte (AK) – Independent, Alex Pook (AP) – Independent. Due to Technical difficulties Barry Varney (BH) – Events Committee was unable to attend.

Minutes

1. The Chair welcomed those who were able to attend
2. Apologies for absence as above were noted, although it was not known why Brian Draper was unable to attend and no apology had been received.

3. Declaration of conflicts of interest:

Standing conflicts were noted as follows and it was agreed that any others would be noted as any relevant matters arose:

- Lower Heyford Parish Council - councillor: BE, Chair and councillor : RF
- Lower Heyford & Caulcott Community Fund – Chair and Trustee: EG
- Heyford Athletic Football Club - Officers: AA and CP
- Lower Heyford Sports and Social Club - Officers: BV, CP, AA, Members –All
- Lower Heyford Events Committee – Officer: BV
- Heyford WI – Chair : LH
- Lower Heyford Parochial Church Council – Chair: CD
- Valley News – Treasurer : BE

4. The meeting **approved the minutes of the last meeting – 15 September 2020** and were signed by the Chair

5. Matters arising from last meeting

- Notice boards ~ RF confirmed that he would arrange to liaise with BV to take the notice boards that belong to the parish council and have them fitted. It was agreed that AA would get two extra copies of each key enabling a master set to be kept safe and two others to be held as appropriate.
- Grant availability in the pandemic ~ CP advised that none were available to KGF but would keep the situation under review.
- CCTV update ~ RF advised that he had not yet established a Data Controller but confirmed that it was hoped that BD would be able to help and that the person did not require to be a member of CoM;
- Antisocial behaviour ~ it was noted with pleasure that since the CCTV was installed this appeared to be diminished.

6. It was noted that the current opening of the KGF CSC and Field was in line with all guidelines but that if the situation changed CP would contact DH to re-engage the sub-committee to decide what changes needed to be made as a matter of urgency.
7. **Gates onto Field from Freehold Street** – AA noted that quotes had been received for £2,200 for refurbishing and repairing the existing gates and £2,700 for replacement. It was agreed that after 70 years the correct course of action was to replace but given the sums involved this needed to be looked at during the next year as well as financing routes. BE to seek another quote and BE/CP to look at possible funding routes including using current restricted funds of KGF, OCC Priority Funds and the PC as possible as well as any other routes available.
8. KGF CoM noted a paper showing the organisational appointees as follows:

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| • Heyford Athletic Football Club | Ant Alder |
| • Lower Heyford Sports and Social Club | Cheryl Pike |
| • Lower Heyford Parish Council | Bruce Eggeling |
| • Lower Heyford Parochial Church Council | Tom Corrie |
| • Heyford Womens' Institute | Lynn Humberstone |
| • Lower Heyford Village Hall Fund (Via LHPC) | Ric Fowles |
| • Lower Heyford Events Committee | Barry Varney |

It was also noted that the Bowls Club had decided not to nominate although it was so entitled.

9. The same paper also noted that for the **independent members** Donna Husband and Atlanta Kyte had agreed to continue in post The paper also set out the candidates who had had put themselves forward along with some details for each and that arising from the information decided that the following should be appointed as members of the KGF CoM for 2020/2021.

- Hugh Spencer
- Aimee Bronock
- Phil Chesser

It was noted that this process was exceptional and due to the cancellation of the AGM as a result of Covid-19 and that it was hoped to be able to return to the normal method of selection in 2021 i.e. by the AGM.

10. The Chair and meeting expressed their **thanks to the retiring members of the CoM, Chris Daly, Brian Draper, Alex Pook** for all of their hard work over the past years. RF also noted thanks to the **Chair, Liz Goodwin**, as she was also retiring as well and had presided over a period of substantive and very positive change.
11. The **report and accounts for the y/e 30 September 2020** were considered along with the reviewer's report and, approved authorising Chair and the Treasurer to sign on behalf of the KGF CoM. The meeting also offered its thanks to Diana Boxall for her work in reviewing the accounts. The meeting also recognised and thanked CP for all her hard work on these accounts but also during the whole year on all of the accounting matters that were so well organised.
12. The meeting considered the **arrangements for cancelled AGM** and agreed as follows:
 - Exceptionally approving and signing of the minutes of the 2019 AGM;
 - Approving the Chair's report to AGM and covering sheet that will be delivered with December Valley News along with accounts and minutes of 2019 AGM. CD kindly agreed to look into printing the 7 page reverse printed insert;

13. The Chair requested and was given **authority of the meeting to issue letter of lease compliance** to the Parish Council as required by the lease;

14. Under any other business the following were addressed:

- **Community plan** ~ RF requested the use of the KGF CSC to be named in the parish's Community Emergency Plan to include storage of a generator, which was gladly given
- **Trees** BE noted that he had been contacted by SSE regarding trimming trees on the bank of the canal and permission was given for this along with access to the bank via the gate
- RF noted that he wished to undertake fence repairs to his property which would necessitate trimming back of brambles on KGF land which permission was gladly given.
- Drain in entry to car park: It was noted with thanks that BV had put stripes in the lid and that AA was intending to place non-slip tape. It was agreed to keep the situation under review and if necessary replace the drain lid with a non-slip one as this was a safety issue with liability potential.

15. **Dates of next meetings:** BE was asked to finalise and circulate a schedule of meeting dates for CoM. and Ops Com for 2020/2021.

16. The Chair concluded the meeting by confirming that she was standing down and in so doing noted that over the past few years the following had been achieved and suggested the CoM deserved a 'pat on the back', for all its progress over the period which included:

- Obtaining a new lease for the field to 2068,
- Making final arrangements for financing the new building,
- Building the new Community and Sports Centre that would meet the needs of the community and sports clubs and other users for many years to come,
- Repairing the driveway,
- Repairing the fence onto the canal,
- Installing a new dog waste bin,
- Installing CCTV to provide surveillance of the facility, field, parking area and childrens play area,
- Installing two notice boards,
- Installing a defibrillator,
- Introduced an excellent boking service
- Establishing good working relations with all other organisations in the villages
- Organising an excellent opening weekend
- Achieving much greater usage of the CSC.

17. The meeting closed at 20:35

Approved by the CoM meeting on 8 December 2020 and signed by

Phil Chesser

Phil Chesser
Chair