

King George's Field, Lower Heyford

Committee of Management

Date: 26 October 2021
Time: 19:00 hours
Where: King George's Field Community and Sports Centre, Lower Heyford
Present: Ant Alder (AA) Heyford Athletic Football Club, Phil Chesser (PC) Independent (Chair), Tom Corrie (TC) Lower Heyford Parochial Church Council, Bruce Eggeling (BE) Lower Heyford Parish Council, Lynn Humberstone (LH) Heyford Womens Institute, Donna Husband (DH) Independent, Atlanta Kyte (AK) Independent, Cheryl Pike (CP) Lower Heyford Sports and Social Club, Hugh Spencer (HS) Independent, Barry Varney (BV) Lower Heyford Events Committee

MINUTES

1. The Chair welcomed those present and it was noted that apologies had been received from Aimee Bronock (AB) Independent, Ric Fowles (RF) Lower Heyford Village Hall Fund (via PC), and Atlanta Kyte (AK) Independent;
2. The following declaration of potential conflicts of interest were noted and it was agreed that any others conflicts to be noted as any relevant matters arose:
 - Lower Heyford Parish Council - Councillor: BE, Chair and Councillor : RF
 - Heyford Athletic Football Club - Officers: AA and CP
 - King George's Field – Trustees: BV and BE
 - 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 – Member: TC
 - Valley News – Treasurer : BE
3. The meeting approved the minutes of the last KGF CoM meeting held on 28 September 2021 and the Chair was authorised to sign them;
4. Matters arising from last meeting
 - a. Tree works : BE advised that these were now scheduled to be undertaken on 5 November and that BE and AA would be in attendance to cut the lower branches (**Action AA & BE**);
 - b. It was noted that MoU with LHEC had now been agreed and signed by all parties and that BE would circulate the final copy and provide original signed copies to the three parties (**Action : BE**);
 - c. Gang mower insurance cover position: CP advised that it was not clear that cover would be afforded. It was agreed that the subject required to be followed up and the question asked of brokers / underwriters (**Action: CP**); It was also agreed that the merging of insurance by all parties may provide a cost effective solution (**Action : BE**);
 - d. Interior painting of KGF CSC: It was noted that volunteers had been found and consideration was given to colours: an array of 6 colours was proposed and a decision to use : Dulux Almost Apricot (**Action AA & BV**);
 - e. Consideration of new sign design and quote for KGF CSC: Two alternatives were considered and that from Storm Graphics selected. It was agreed to go ahead and

purchase (**Action: AA**). It was queried if the PC would pay for the sign and BE agreed to ask the PC on behalf of KGF (**Action : BE**);

5. The meeting considered the report and accounts for the y/e 30 September 2021. It was noted that although there was no reviewer's report present the accounts had been passed by Diana Boxall and the correctly dated report was awaited. Subject to a few small corrections the Chair and the Treasurer were authorised to sign on behalf of the KGF CoM. It was noted that the accounts then required to be passed to the Trustees for their final approval (**Action PC, CP and BE**);
6. The meeting discussed the arrangements for the AGM on 29 November 2021 and it was noted and agreed that :
 - a. The agenda was approved for a 19:30 start. It was agreed to include a request for suggestions for more uses of KGF CSC
 - b. It was noted that there were no AGM Minutes from 2020 as none had been held due to Covid pandemic;
 - c. It was noted that nominations had been received from all bodies able to appoint, including the Bowls Club with the exception of the PC, Village Hall Fund (PC) and LHPCC and Events Committee (**Action BE to chase**);
 - d. It was noted that Atlanta Kyte had indicated that she wished to stand down as an independent after 4 years and thanks were offered to her for all her efforts in that time. It was noted that in her place Jamie White had indicated that he wished to stand. BE noted that if the application stood at 5, as at present, no election would be required;
 - e. The AGM and all CoM meetings to be at 19:30
7. The Chair noted that under the terms of the lease he was required to certify compliance with the lease up to the date of the AGM and was authorised by the meeting to issue letter of compliance to the Parish Council, noting that only one Trustee meeting had been held, and also enclosing the accounts for the y/e 30 September 2021(**Action PC & BE**);
8. Under any other business:
 - a. It was confirmed that PATS testing had now been concluded;
 - b. The offer of a water colour picture of the lift bridge by Robin Hepworth that had been made by Janine Beckwith was gratefully accepted;
 - c. It was agreed that maintenance weekends should be published early with the CoM meeting timetable in future to encourage greater attendance;
 - d. BE was asked to make a full set of keys available to Brian Draper (**Action : BE**);
 - e. BE was requested to ask AB to remind Simon Eastwood that the pitch was not to be trafficked at all during the Goal Academy's activities (**Action : AB**);
 - f. BE passed keys to the padlocks of the new gates to BV for BV and David Gregory,
9. It was noted that the dates of next meetings: (CoM and Ops) would be established after the AGM. BE was asked to seek to arrange the first CoM shortly after the AGM.
10. The meeting closed at 20:15.

Minutes approved on 4 January 2022

Signed by: P Chesser

4 January 2022