

King George's Field, Lower Heyford

Committee of Management

Date: 4 October 2022
Time: 19:30 hours
Where: King George's Field Community and Sports Centre, Mill Lane, Lower Heyford
Present: Ant Alder (AA) Heyford Athletic Football Club, Philip Boxall (PB) Lower Heyford Parochial Church Council, Phil Chesser (PC) Independent, Tom Corrie (TC) Independent, Bruce Eggeling (BE) Lower Heyford Parish Council, Ric Fowles (RF) Lower Heyford Village Hall Fund (via PC), Lynn Humberstone (LH) Heyford Womens Institute, Cheryl Pike (CP) Lower Heyford Sports and Social Club, Barry Varney (BV) Lower Heyford Events Committee,

MINUTES

1. PC as Chair welcomed those present
2. It was noted that apologies for absence had been received from Aimee Bronock (Independent) , and Jamie White (Independent)
3. The following declarations of potential conflicts of interest were noted and it was agreed that any others would be noted as any relevant matters arose:
 - Lower Heyford Parish Council - 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 – Joint Treasurer: PB
 - Valley News – Treasurer : BE
 - Friends of Heyford Station – Secretary and Treasurer : BE
 - Lower Heyford Bowls Club – Chair : KS
4. The meeting approved the minutes of the last meeting held on 5 July 2022 and PC was authorized to sign them;
5. Matters arising from last meeting
 - Progress on a welcome function for new residents of the villages: BE reported no progress had been made on this. On discussion it was agreed to include an invitation in the AGM notice that would be delivered to every house to endeavor to invite all new residents to the village to the AGM where all organisations would be represented; **(Action: BE)**;
 - AA reported that no specification had yet been received for the generator but he would endeavour to get one by the meeting on 1 November 2022 **(Action: AA)**;
 - BE reported no progress on obtaining rates review and /or refund of rates paid during the re-building works. It was agreed that it was unlikely to succeed and the endeavor abandoned;
6. The meeting considered financial statements to 30 September and noted with pleasure the turnaround in financial strength due mainly to an excellent half year by the Sports and Social Club.

7. It was agreed to increase the specific maintenance reserve to £1,000;
8. Subject to any final adjustments it was agreed that the accounts be submitted to Diana Boxall for her independent financial review and CP confirmed that she had been in contact with Diana and that the dates posed no problems. It was noted that the accounts were on track to receive formal approval by the KGF CoM on 1 November and formal sign off by the Trustees on 4 November before submission to the AGM on 29 November 2022 **(Action CP & BE)**;
9. Thanks were offered by the meeting to CP and all those responsible for the remarkable financial results as well as managing to produce the accounts so promptly after the year end;
10. The meeting considered the minutes of the OpsCOM meeting held on 25 September 2022 and noted the following:
 - a. Generally operations were working well with few issues;
 - b. The matter of KGF hirers consuming alcohol not provided by the bar was discussed and it was agreed that this must be resolved and the hire agreement amended if necessary. **(Action: RF and CP and PC)**
 - c. It was intended to have a maintenance weekend on 15/16 October and committee members were encouraged to attend and take part **(Action : All)**;
 - d. RF confirmed that the PC could be invoiced formally for its meetings to be held at KGF **(Action : CP and Cathy Fleet)**;
 - e. The meeting noted a few minor issues being handled such as lights for the Aunt Sally throw and replacing the closers on the new gates onto Freehold Street. **(Action: AA and BV)**;
 - f. RF agreed to produce a QR code which could be published to easily see what was on at KGF and could be placed on all notice boards **(Action : RF)**;
11. RF outlined plans for the KGF event in summer 2023 and confirmed as follows:
 - Rachel Fowles and Becca Fox are masterminding;
 - Date provisionally set for 9 September 2023;
 - Target attendance up to 1,000 drawing in folk from other villages around and as far as Bicester;
 - Fundraising to be balanced between KGF and other charities;
 - Format to be a day/night one and food, dancing and music to feature throughout;
 - A committee was being formed to manage and specific inputs requested for marketing, parking, stalls, marshalling volunteers etc.;
 - Parking was noted as an issue and Philip Boxall offered to look at the field between his house and the Bowls Club being used, suitably mowed;
12. RF provided an update on SSE new sub-station on the field and noted that progress with legals seemed to be delayed by SSE and land registry trying to trace a former Trustee;
13. All those present indicated that as organisation nominees they intended to remain in post.

14. Of the independents it was noted that the Aimee Bronock and Jamie White had both indicated that they wished to step down from the KGF CoM and it was not known if Hugh Spencer was planning to continue. Therefore new independent members were required. All to seek out new independent committee members and the possibility of BE becoming independent with RF becoming the parish council nominee to be considered **(Action : All and RF/BE)**;
15. With Aimee Bronock stepping down the future handling of the KGF CSC booking system was considered. It was agreed that this was an imperative and that all should try to identify a suitable person who did not need to be on the CoM although could be. **(Action : All)** ;
16. It was agreed that we should enquire how much time the task took and whether AB would be prepared to continue in post pending identification of her replacement. **(Action : BE)**;
17. Note to go in AGM call to all houses seeking independents and help with the booking service **(Action : BE)**;
18. The date of the next meetings were noted as CoM: 1 November 2022 **, Trustees: 4 November 2022 ** ** denotes principally accounts approvals
19. There was no other business and the meeting closed at 20:50.

Signed: *Phil Chesser*

Chair

1 November 2022