

Minutes
Houghton Field Association Committee meeting
The Pavilion
7.30pm Thursday July 7th 2016

Present

Steve Goodman, Ollie Franks, Hazel McSweeney, Barbara Scase, Ian Hill, Simon Thodey, Adam Flanagan, Geoff Thomas, Peter Ashby, Iain Munro.

1. Chairman's welcome and apologies

- a) SG thanked everyone for coming.
- b) Apologies – Clive Spencer, Ewan Johnson, Mike Welsh, Graham Walker, Linda Pickard, Jim Funnell

2. Minutes

- a) There were no matters arising from the minutes of the previous meeting on 21.03.16 that were not covered in the agenda for this meeting.
- b) The minutes of the meeting on 21.03.16 were approved - proposed by AF and seconded by IH.

3. Appointment of Chair, Vice Chair, Treasurer & Secretary for 2016/17

- a) The following 4 people were appointed to the following positions on the committee for 2016/17
 - Steve Goodman – Chairman
 - Ollie Franks – Vice Chairman
 - Geoff Thomas – Hon Treasurer
 - Hazel McSweeney – Hon Secretary

Proposed by AF, seconded by IH

- b) Both SG and GF said they would commit to one more year in these roles.
- c) IM made a public “thank you” for the way the HFA has been run over the last couple of years -all in order and financially sound. ST endorsed this too.
- d) The organisation representatives remain as for 2015/16. Amongst the elected members Dave Wood has decided not to continue on the committee, though he is still prepared to help with the website. This leaves one elected member vacancy on the committee. A full list of committee members for 2016/17 is attached with these minutes.

4. Action Log

- a) Review of action log of agreed actions from meeting on 21.03.2016 and ongoing progress of actions:
 - i. Junior football festival did not happen due to lack of interest from other clubs to take part.
 - ii. Section 106 funding. Need to submit a further application now that development plans have been approved for two sites in Houghton. There is a potential £107,000 pot for sport. Need to put proposal to PC. There is a formula for funding and the need has to be proved. (106 funding may be changed to CIL which may complicate future plans to access money, but may be simpler in the long run)
 - iii. BS talked about the progress with the play park maintenance -Wicksteed will be needed for repairs to some items. BS to question them about the costly work they say needs doing on the roundabout. Ian to deal with gate spring, Cubs have raised £230 for the park. Thank you note to be sent to the Cubs.

Minutes
Houghton Field Association Committee meeting
The Pavilion
7.30pm Thursday July 7th 2016

4. Finance

- a) Income in the last year was about £2K more than expenditure, due to controlling expenditure to essentials and increasing income. Main difference was the talent auction and the match funding from Santander. This has built a financial buffer to cover unexpected items of expenditure.
- b) Gradually more use is being made of the pavilion for a variety of events and organisations. A wedding reception in a marquee will be held on the field in July for which HFA has charged £600. This has more than covered the loss of income from not having the Scarecrow Festival this year. There could be more of these events if this first one goes well.
- c) 100 club donation for 2015/16 is still to be received. We are grateful for the tremendous support from 100 club over many years.

5. Pavilion project

- a) SG is to meet with Lee Staniforth, the architect who produced the outline drawings and designs for a new pavilion, on 14th July at 6.30pm to discuss costs and design for a new building. Others welcome to join that meeting. LS is providing his services for free at this stage.
- b) Junior football clubs has achieved Charter Status which will be really helpful in enabling us to access funding. CS has begun applications but now need s information on projected costs.
- c) Suggested that HFA might consider opportunities arising from the proposed development of new golf course, possible opportunities for mutual agreements regarding maintenance etc.
- d) SG is under way with consulting with current main users of the pavilion and field for what their requirements might be. With regards to consulting with the wider community it was suggested that talking other village organisations, who may not currently use the pavilion, would be an effective way to do this. We could hold an open day open day once we have architect's proposals. Information on the views of the village community will be needed for funding applications.

6. Playground repairs

- a) Dealt with under 4 a) iii above.

7. Revenue Generation

- a) The talent auction will be repeated on October 7th.
- b) The match funding from Santander for the talent auction last year was very useful. There may be other large companies we could approach for similar support. All to think of possible routes to explore.
- c) New pitch opening will be an opportunity to generate funds.
- d) LRS (Annette Kendrick) wants to hire the pavilion for an event in October.
- e) A Community Celebration Fund has been established offering cash to support community events. Could possibly use this to celebrate 50 years of Field and 100 Club in 2017. Perhaps combined with Scarecrow Festival.

8. Pitch drainage

- a) IM explained some of the on-going operations to make this a first class pitch. Mowing, sand slitting (to help drainage), herbicidal treatments and fertiliser to be dressed on the pitch.

Minutes
Houghton Field Association Committee meeting
The Pavilion
7.30pm Thursday July 7th 2016

- b) Use of the pitch over the whole winter pitch guaranteed and should be ready for start of season.
- c) Sunday September 4 will be official opening.
- d) PC to be contacted about complaints regarding the mowing/maintenance contractor.
- e) Orange netting will be removed.
- f) A change in drainage since the new system was installed has caused bogging in places. IM will ensure the contractor deals with issues before the job is signed off and balance paid.

9. Sub-committees - reports and proposals:

- a) Litter is a problem when we have large numbers of people at events, football etc. It was agreed to purchase some portable waste bag holders which can be used for these situations.
- b) Quote has been received to replace and relay slabs in front of pavilion but at over £4K seems a bit high. Other quotes to be sought. John Funnell or Steve Swinfield were suggested. OF has some spare slabs if they could be used.

10. Village Organisations

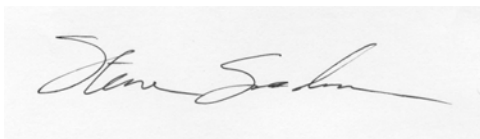
Tennis Club report attached

AOB

- a) Date of next committee meeting is 3rd October 2016 at 7.30pm in the pavilion
- b) IH will raise the issues concerning the mowing contractor at the next PC meeting.
- c) PC grant for next year, deadline for applications is October 1st. Refurbishing some of the lounge area furniture is a possible project for which a grant could be used. Quotes to be sought.

Signed

Date 03.10.16



Steve Goodman (Chairman)