

Minutes
Houghton Field Association Committee meeting
The Pavilion
7.30pm Monday March 21st 2016

Present

Steve Goodman, Ollie Franks, Hazel McSweeney, Barbara Scase, Sue Sutton, Ian Hill, Linda Pickard

1. Chairman's welcome and apologies

- a) SG thanked everyone for coming.
- b) Apologies – Simon Thody, Adam Flanagan, Geoff Thomas, Clive Spencer, Ewan Johnson, Mike Welsh, Graham Walker

2. Minutes

- a) There were no matters arising from the minutes of the previous meeting on 18.01.16 that were not covered in the agenda for this meeting.
- b) The minutes of the meeting on 18.01.16 were approved - proposed by OF and seconded by BS.

3. Action Log

- a) Review of action log of agreed actions from meeting on 18.01.2016 and ongoing progress of actions:
 - i. Hedges and borders – Quote received (£432) and accepted from contractor (Brian Goodacre). Funds drawn down from PC. Work to be carried out when weather improves to enable machinery to operate on the field.
 - ii. Section 106 funding. Email received from Matt Bills at HDC saying nothing more needed from us at present. Hayley Cawthorne (HDC) has produced a guide to 106 grants. With Davidsons having received outline planning permission for development on A47 potential for more 106 funding in due course. Village groups need to co-ordinate with PC.
 - iii. New waste bin now installed in playground. Instructions for removal need to be logged for future use.
 - iv. Repairs to mound – Grant (£1,000) from HDC community fund received and work will start in early April
 - v. AF & JF working on clearing all scrap metal items from the field.
 - vi. Recent inspection by Wicksteed of play equipment reports that work in addition to play mound repairs needs doing.
 - vii. Spring for second small playground gate will be fitted when IH has time.

Actions

- i. Play mound contractor has agreed to cut up items to make it easier to remove them.
- ii. BS and SG will meet to look at what further work on play equipment needs doing.
- iii. SG to meet with Steve Bright to discuss potential for joint venture with Rose & Crown for running pavilion bar and staffing events.

4. Finance

- a) Balance in current account slightly less than forecast due to second half of pitch hire fees not yet received from football clubs. Both have promised payment within the next 2 weeks.
- b) PC grant drawdown - remaining balance of £1,127 draw down for bin, hedge cutting and pavilion decorating.
- c) SG has talked with both senior and junior clubs about football costs incurred and pitch hire fees paid. For 2015/16 because of lower activity due to pitch drainage project and lower

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number of senior teams, fees are likely to cover costs. This will have to be looked at again when activity increases in 2016/17.

5. Pavilion project

- a) At the previous meeting the committee decided in principle that a new pavilion building was needed. We now need to determine what facilities a new building would provide. SG proposed that he would start by asking the current users, football, table tennis, bridge club etc. what they needed from a new building. This could then be used to form the basis for a wider village consultation. This was agreed
- b) Funding options – whilst we have no definitive cost for a new building a rough estimate of up to £300K may be needed.
 - i. Section 106 funding could be a big help but this will depend on the current housing development applications working out.
 - ii. CS is pursuing an application with the Football Foundation.

6. Revenue Generation

- a) A few more hirings of the pavilion. Tennis Club holding an Italian Evening in April and a “garage sale” which is a joint fund raiser for Tennis Club and HFA will be held in June. A young lady has hired the field for her wedding marquee on 23rd July.
- b) Junior football festival planned for 26th June. We will open the bar (volunteers needed) and there could be opportunities to generate income from a bouncy castle, ice cream van, food etc. Offer for village organisations to have stalls in exchange for a small fee.

Actions

- i. SS to look into bouncy slide hire
- ii. SG to contact village organisations about having a stall at this event
- c) We will repeat the talent auction and date of October 7th was fixed for this. OF confirmed it should be possible to obtain match funding from Santander for this. LP to lead on this project.
- d) Also agreed to have the diary dates drawn again and to launch this at the football festival. LP to lead on this.
- e) LP suggested a coach trip to a Christmas market. She will look into this.
- f) PC grant deadline for 2017 grant application is October 1st 2016. IH also recommended we apply to Awards for All (lottery funded) as village hall have found this a useful source of funds and fairly easy to apply for.

7. Pitch drainage

- a) There have been some problems with drainage from other areas of the field that appear to have resulted from the work on the football pitch. The consultants have been advised and will examine the problem with the contractor. Payment of the final tranche to the contractor will be withheld until all problems are resolved to our satisfaction.

8. Sub-committees - reports and proposals:

- a) Pavilion – SG will look into cost of replacing all broken slabs at front of pavilion. These are a potential safety matter.
- b) HM will look into sources of furniture to replace worn items in lounge area

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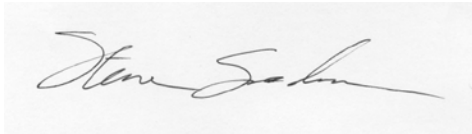
9. Village Organisations

No reports submitted

AOB – Date of next committee meeting is 6th June 2016 at 7.30pm in the pavilion

Signed

Date 07.07.16

A rectangular box containing a handwritten signature in black ink. The signature appears to be 'Steve Goodman' written in a cursive style.

Steve Goodman (Chairman)