

The Queen Elizabeth II Field, Exford

Record of Management Committee Meeting January 22nd, 2018 at Exford Memorial Hall

Attendees:

Mr Paul Jones	Exford Cricket Club
Mr Will Lock	Exford Cricket Club
Mr James Winzer	Exmoor Community Youth Club
Miss Maddy Harrison-Hall	Exmoor Community Youth Club
Mr Dave Baldwin	Exmoor Croquet Club
Mrs Kathryn Tucker	Exford Parish Council
Dr Brian Martin (Chairman)	Exford Parish Council

1. Apologies for absence:

Mrs Ines Collett, Exmoor Croquet Club.

2. Approval of record of last meeting:

The last meeting was on 18th April, 2017. The record was approved.

3. Actions arising:

ACTION 1: Brian & Paul to talk with the ENPA about the options for the future of the shipping container beyond the current planning permission period. This was superseded by the calling of a site meeting, which was held on August 14th. See item 4.

ACTION 2: James and Paul to discuss options to give a non-slip surface on the veranda of the main pavilion, and report to the committee members a.s.a.p. Paul replaced the chicken wire on the veranda floor in November. He used fine square mesh sheets. **DONE.**

ACTION 3: Brian to arrange next fire safety check before May 4th by contacting AFS Fire & Security Ltd. Carried out on May 5th. **DONE.**

ACTION 4: Brian to chase up the ownership of the area where the potholes are and investigate how we can get them filled. No real progress – we may have to do it ourselves.

ACTION 5: Paul volunteered to buy replacement toilet seats and fit them. **DONE.**

4. Proposed future for the shipping container - update:

We held a site meeting on August 14th, 2017, to discuss the options for the future of the shipping container. As well as the WQE II committee, those present included the ENPA Planning Officer, Kieran Reeves, Tim Greenland who owns the adjacent land, and Mike Ellicott, Chair of the Parish Council. The planning permission for the shipping container expires on November 29th, 2019, so we have plenty of time, explained Brian, but if we do nothing, then the container should be removed by this date. At the site meeting we agreed that the preferred option is to leave the container in place and enclose it in a wooden structure, which would maintain the security, but allow a slightly larger footprint for more storage room.

Brian & Paul presented drawings for the proposed enclosing structure. The existing container is 6.10m long (20 feet), 2.44m (8 feet) wide and 2.44m (8 feet) high. The proposed enclosing structure is 6.70m long (22 feet), 4.60m (15 feet) wide, 2.60m (8 feet 6 inches) high on the western side and 2.30m (7 feet 6 inches) on the eastern side. The proposed structure has a 3" round corrugated tin roof (the ENPA Planning Officer said he would prefer this to be black) and wooden clad sides and doors. The roof is a monocline, with a fall of 30cm (1 foot) from west to east. Because the eastern end of the structure would end up close to the hedge/bank, it is proposed to move the container with a telehandler or digger about 1 metre to the west before building the structure around it. This would allow access to manage the hedge and maintain the wooden structure. We believe that the hedge/bank is owned by Fred Westcott.

We will need to ensure that moving the container does not adversely affect the light on Tim Greenland's plant nursery building. In moving the container, Paul added that it may no longer need to be on sleepers, and this would mean that it would sit lower, so minimizing extra shadowing on the nursery.

Will commented that he knows of a potential source of cheap or free rough wood cladding. He will investigate nearer the time it is required.

The committee approved the design unanimously. This will now be taken to the Parish Council for final approval before being shown to the ENPA planning officer, Kieran Reeves.

5. Care of field and pavilions:

5.1 Maintenance of Buildings:

In November, Paul replaced the chicken wire on the veranda of the main pavilion with sheets of fine square mesh, which acts as a non-slip surface.

Paul arrange for his brother Vince to replace the automatic floodlight at the eastern end of the main pavilion. This was done at no cost because it was still under warranty. Maddy reported that today the Youth Club have had an external override switch installed (by Exe Valley Electrical) for that light so that it can be left on at times when children are arriving and departing in the darkness of winter. This will be paid for by the Youth Club.

Paul and Will took the guttering of the front of the main pavilion. It was overflowing at the far end and not reaching the downpipe in the middle. There are now two downpipes at intervals along the gutter. This will not fully cure the problem of soft ground in front of the pavilion, so this will be further investigated in drier times.

There is a small leak in the roof giving rise to a damp patch on eh ceiling of the large front room of the main pavilion. This is probably a leaking roof panel fixing screw. Paul and Will will investigate this in drier weather.

Will managed to secure a free replacement cooker fir the kitchen, which is now installed and working fine.

Brian thanked to Paul and Will for all their good work in maintain the buildings and grounds.

5.2 Annual Buildings Insurance:

Brian said that we received the annual renewal of the buildings insurance from T. H. March insurance brokers. They are again using the Ecclesiastical Insurance Group. This year the premium rose to £577.89, which is an increase in nearly 10% compared to last year. This is partly due to a rise in Insurance Premium Tax (IPT) from 10% to 12%. This has been paid by the Clerk.

5.3 Annual Roof Inspection for Insurance Purposes:

Our buildings insurance requires that a builder inspects and approves the condition of the roof each year. Brian has requested that this is again done by local builder Dave Skinner.

5.4 Weatherproofing:

Paul reported that there are no plans at the moment to weatherproof the pavilions. They will reassess this in the spring.

Paul also said that he is on the lookout for two suitable windows to replace the main two on the small pavilion.

5.5 Smart Meter:

Brian said that EDF installed a smart meter for the electricity on January 16th. Thanks to John Laycock for meeting the EDF engineer and opening up the main pavilion to access the consumer unit.

6. Council Rates:

Brian reported that he has completed the application forms seeking to continue to get maximum Business Rate Relief on the premises. He thanked Steven Pugsley, Councillor for Exmoor Ward, for writing a letter supporting the application.

7. Third Party Bookings & User Group Events:

7.1 Saturday, June 30th: The ordination of Nicola Butt and Anne Gibbsby the Bishop of Taunton. The main event is in the Church, with the main pavilion being used for part of the proceedings.

7.2 Dave said that there may be a National Croquet Day event in early June.

8. A.O.B.

James said that if the Cricket Club need to purchase a new tractor and/or mower then he and Maddy would recommend to the Youth Club that they make a contribution to the cost.

9. Date of next meeting:

To be confirmed, but will be in late April.