

# Minutes of Stoke Holy Cross Playing Field Committee meeting held remotely on 17<sup>th</sup> December 2020 at 7.30 pm

Present: G Jinkerson (Chair), S Hull, D Thomas, J Hopper.  
A Rose ~ Parish Clerk

## 1. Apologies for absence;

Apologies were received and accepted from Cllr S Collins, L Cozens and Stoke United Football Club.

**2. Minutes of the Meeting held on 24<sup>th</sup> September 2020:** these had previously been circulated and were unanimously approved as a true record of the meeting.

## 3. Matters Arising.

G Jinkerson will liaise with S Collins to arrange a date to carry out a check to the top bar of the 2 bay 4 flat seat swing for corrosion at Long Lane Playing Area.

G Jinkerson was pleased to report that the 1 bay 2 cradle seat swing at Carol Close had been replaced.

## 4. To receive a report from Stoke United Football Club.

No report received.

## 5. ROSPA inspection reports:

The clerk showed the excel spreadsheet, sorting the areas by low-medium risk. After an in-depth discussion the following actions were agreed and were agreed to appoint D Morley to carry out these works;

Long Lane Playing Area;

- Gate - raise adjoining surface at matting to eliminate trip, gate mechanism does not work and adjusted off the ground Self closer gates x2 - The gate x1 closing mechanism does not work correctly and gate does not close properly. Recommend work to allow gate to self-close. Ideally gate from open should not close in less than 5 seconds.
- 1 Bay 2 Cradle Seat Swing – Remove nail.
- Skatepark – Replace rivets and repair drain covers.

Carol Close Playing Area;

- Renovate the bench seat.
- 1 Bay 2 Flat Seat Swing – rub down and repaint frame.
- Clerk to look at the Adventure trail to investigate rot.

The clerk reported that the following works is still outstanding;

- cutting to size the new frames installed to the climber in the over 12's play area at Long Lane.
- Repair the fence at Carol Close.

## 6. Update regarding the wild flower meadow areas:

L Cozens report was circulated to all members in her absence. A task force was being carried out by volunteers on Saturday 12<sup>th</sup> December to seed the wildflower area on the oval grassy mound in the middle of the cinder path. Hopefully by May / June we should see the beginnings of a lovely wildflower meadow.

## 7. Update regarding the poplar trees:

G Jinkerson reported that the two trees identified as risk and advised to remove, will be removed tomorrow.

Signed \_\_\_\_\_

Date \_\_\_\_\_

**8. Update and review of quotations received for the dog fouling signs:**

After an in-depth discussion it was unanimously agreed to use both posters (2 of each in A2 size) and appoint Ashley Ads for the amount of £312.00. The following amendments were agreed and are listed below;

- Red poster title to be amended to **“Please clean up after your dog”** and add South Norfolk Council’s contact number.
- Green poster to be amended to **“Dogs must be kept under strict control”**, as oppose to dogs to be kept on a lead.

The clerk was tasked with making the amendments and then once finalised by members email Ashley Ads to print the signs.

**9. Update regarding the New Play Equipment Project at Long Lane:**

G Jinkerson reported that three quotes had been received for the refurbishment for the under 12’s play area.

It was agreed to concentrate on the over 12’s play area first and obtain quotes for a pump park.

**10. Date of the next Meeting:** 18<sup>th</sup> February 2021

There being no other business the Chairman closed the meeting at 20:45pm and thanked everyone for attending.

**Following Actions below;**

- 1) GJ & SC Check top bar of the 2 bay 4 flat seat swing for corrosion.
- 2) Clerk Notify D Morley of remedial works to Long Lane and Carol Close play areas.
- 3) Clerk Make amendments to the posters and ask Ashley Adds to print them.
- 4) GJ Quotes for a pump park.

Signed \_\_\_\_\_

Date \_\_\_\_\_