



## **PFA Annual General Meeting Minutes**

Thursday.24<sup>th</sup>.January.2019 @08:00 @ The Lamb & Flag

### **1. Apologies and attendance.**

#### **Apologies:**

Steve Bate, Pete Barton

#### **Present:**

Rosemary Hannam, Andrew Hannam, Duncan Meikle, Graham Field, Tony Knight, Suzi Ward, Mark Bond, Angela Parker, Simon Trump, Andrew Paisley  
Andrew Williams, Stefan Lehner

### **2. Approval of the Minutes**

Previous minutes were approved.

### **3. Chairmans Report**

Rosemary presented the Chairman's report for 2018. (Report attached with these minutes). Rosemary noted that during the year the playing field had been kept to a good standard mainly due to good stewardship in the majority by Pete Barton and others.

Rosemary also thanked Peter Kirby for his sterling efforts in making the refurbishment of the children's play area a reality.

It was noted that fund raising through events organised by the social committee raised substantial monies. Thanks were given to the social committee

### **4. Treasurer's Report**

Peter Kirby provided a four year income and expenditure analysis for inspection by the committee (Copies of his analysis and report are attached with these minutes).

### **5. Grounds Committee Report.**

In Pete Barton's absence, Simon Trump presented the Grounds Committee report, attached with these minutes.

### **6. New Pavilion Sub-committee Report.**

Duncan Meikle presented the New Hall Sub-committee report (Attached with these minutes).

Duncan noted that financial conditions, especially among major grant givers, was becoming very difficult. Thus far we have been unable to source major funding to replace the present pavilion. Therefore the sub-committee had come to the conclusion that the only way forward was replacement or refurbishment of the present facility. Replacement without addition of community facilities would be of the order of £280,000, refurbishment soon to be discussed with a local builder.

On behalf of the sub-committee, Duncan asked the PFA Committee whether we would support moving forward with either of the two options depending on the most viable. The committee gave its support.

Duncan noted that sports facilities are liable for VAT whereas community facilities are not. For a sports only facility we would need to find a mechanism for reclaiming VAT.

## **5. Village Green Report**

Duncan Meikle presented the Village Green report on behalf of the village green sub-committee (Report attached with these minutes).

Duncan noted that clearance of the stream banks earlier last Autumn had been well received by users of the Green. Events on the Green, the Halloween party and the Remembrance Day service were also well received.

Duncan also thanked:

Tony Snell for his work in coordinating grounds maintenance.

Angela Parker and Toby Snell for provision of the Christmas Tree.

Nigel Stamp for provision of Christmas tree lights.

## **6. Activity Reports**

### **Football**

The Galmington Dragons sent thanks to the PFA Committee for maintaining the pitches in a playable state.

### **Sunday Cricket – Andrew Hannam**

Andrew noted that the team had a very good summer due to the unusually warm weather but that fixtures were becoming a problem as local clubs were looking more to league matches.

The tours to France and North Devon were a great success and in 2019 the team were looking forward to tours in Wales and North Devon.

The big match of 2019 was the fixture arranged with the Dutch team “VRA Amsterdam”. At the match a bar and BBQ was available and a large number of villagers turned out to enjoy the hospitality and cheer the local side.

On the PR side, Anton is preparing a web site to give the team a wider local exposure.

## **7. Election of Committee Members**

Most of the present committee elected to serve a further annual term except for:

Rosemary Hannam (Chair) – Standing down from the chair but remaining on the committee.

Graham Field (Minutes) – Standing down.

Two additional members were elected to the committee:

Andrew Williams

Stefan Lehner

## **13. Next Committee Meeting:**

Thursday 28th February at the Lamb & Flag.

## **PFA Meeting Notes**

At the end of the AGM a brief meeting was held to discuss several matters:

### **a) MUGA**

The case for the Multi Use Games Area (MUGA) was again discussed as we need to move on. The tennis court, as noted in a number of meetings, is in need of expensive maintenance. The MUGA – approx cost £18k may be funded through 'SIL' monies from local village developments. This needs to be taken up directly with TDC. Andrew Paisley volunteered to explore the issues related to the MUGA.

### **b) Fete**

Rosemary presented the Fete Action Plan (Attached with these minutes). The plan was discussed and responsibilities noted. In addition:

Simon Trump will apply for the Temporary Event Notice (TEN).

Suzi Ward will look after the dog show.

Mark Bond will look after the fete layout.

Tony Knight to approach Sid French regarding use of his field.

Other notes:

We need temporary storage for donated goods.

Bins and recycling need to be arranged – Angela Parker (?)

Stall responsibilities need to be complete for the next meeting.

Stefan asked the committee to consider purchase of a BBQ.

### **c) Financial**

It was agreed that Rosemary will retain the bank mandate for the time being.

## **PITMINSTER AND ANGERSLEIGH PLAYING FIELD ASSOCIATION CHAIRMAN'S REPORT 24 JANUARY 2019**

The PFA has continued to fulfil its role in ensuring the Field is maintained to a high standard.

This year Peter Kirby managed to sort funding for the Children's Play Area to be refurbished. New soft pore matting was fitted under each item of play equipment which ensures the best safety standards and will last for many years. Two new additions to the play area were added and all the equipment was checked and improved. Our thanks go to Peter for not only organising this but also his work as our excellent Treasurer. Peter is a key member of the Committee and is vital in ensuring the finances of the Committee are kept in excellent order. This enables us as a Committee to make well informed choices about what is sensible for us to afford and how to allocate and spend the money we are responsible for. I am delighted Peter is happy to continue as our Treasurer.

Pete Barton continues as our Groundsman and has kept the Field in good order throughout the year. A pay rise to Pete was agreed in September (and put into place this month) as it was felt Pete maintains the Field well and understands the set up we have for the Sports Teams who all enjoy using the Field. Many cricketers have commented that the wicket plays very well!

Social events this year have included a Quiz night, profit £1467, a Wine Tasting evening, profit of £715, a Barn Dance, profit £1492, the Summer Fete, a profit of £8168, a Halloween Party, profit £150 and a Christmas Party, profit £225. All our events have been much enjoyed by the community and have contributed well to our funds making £12217. Many have also enjoyed the Village Walks organised throughout the year by Andrew and Lucy Paisley. Andrew has also run the Tennis Membership this year and it is good to see that Membership takings have increased.

Two members of our Committee will be stepping down. Eric Newcombe, a strong and helpful member of the Committee has pressing family commitments at the moment. As a valued member we very much hope that as things improve he will be back to help us once again.

We are sorry that Graham Field will also be stepping down. Graham has been a good supporter of the Committee. He has helped for several years in taking the minutes, he has given time to sorting events notices and the website and recently instigated the idea of giving a Christmas 'thank you' to all our sponsors of the Village Fete. Graham has always

worked hard helping out with and supporting the Fete and Marquee erections. I do hope we will see plenty of Graham at future Village events as I have always been grateful for his support during my time as Chairman.

With our finances in good order and a strong Committee we can no doubt go forward with our plans to replace the Pavilion, to install a MUGA (Multi Use Games Area) and to continue to maintain the Field for Sport and Recreation. These are realistic goals that can be achieved if the fund raising continues, however our expenses continue to increase and to achieve these goals fund raising will have to be increased.

After 10 years as serving as Chairman of the Playing Field Committee I would like to thank you all for your kind and invaluable support. On many occasions we have had to work hard as a group and this has only been achieved by those on this Committee giving their time and effort gladly. Many people comment on how many enjoyable social and sporting events seem to happen in such a small community and this is due to all those involved in the PFA and supporting Sub Committees.

I will now be stepping down from Chairman of the Playing Field Committee and Chairman of the Social Committee to make way for a new enthusiastic member to add their new ideas to what I believe is a great community. I have enjoyed my time Chairing these two Committees immensely and I am keen to stay involved with the PFA in the future. I know the PFA will continue to thrive as it always has done due to the many community spirited people we are fortunate enough to have involved in our Parish.

Secretary copy

Treasurers report

Pitminster and Angersleigh Playing field Association year to 31/12/18

Another good year of well organised events and activities I would like to thank everyone involved for their help in sorting out all the financial elements of the Association

I am pleased that we successfully concluded , with the aid of the Parish council , the improvements to the children's playground and I hope that they will all enjoy the new equipment and surroundings.

Overall our income exceeded our costs by £3294 adding to our reserves which in the main must be focussed on the construction of a replacement building for the current pavilion.

Our income is cyclical dependent upon the events we organise during each year. The fete , once again, provides the main source of our funds and was a great success.

It is great to see income streams growing such as the village walk , recorded under sundry income in our accounts , together with tennis memberships and new events such as the wine tasting.

Our costs have been well contained and have allowed us to invest in the renovation of the pitch roller with the support of the cricket club. In addition we continue to invest in professional support for our pavilion project which we all hope will move forward this year.

Peter Kirby

Treasurer

24/1/19

GROUNDS REPORT-PAPFA AGM, THURSDAY 24 JANUARY 2019

My apologies for my absence. I have prepared a brief report detailing the activities at the playing fields during 2018.

It was a very challenging year from a management of the grounds point of view due to the extremes of weather starting with an exceptionally wet late autumn, early winter followed closely by some of the coldest, most extreme weather seen in this part of the world for a while, colloquially known as the "beast from the east" and then a very prolonged hot, dry spell, nice for the beach, not so good for growing grass. Despite that we managed to host the Galmington Dragons u-9 football team during the winter and during the summer we had about 5 separate cricket team play matches including Blagdon Hill cc, Taunton Deane cc 3rds, the 4ths and u-15s and possibly the u-14s but I had lost track by then. We also had a number of private hires through various estate agents and solicitors who hire the ground for friendly matches. I would roughly and conservatively estimate around 35 to 40 games of cricket played. Taunton Deane CC 3rds also known as the Cavaliers went on to win their division in the Shrubbery league.

We also had another amazing fete with huge attendance, a lively barn dance and hosted Jenny and Leo's wedding in August

It is fantastic to see the playing fields being utilised however this level of use, coupled with the challenging weather does mean that the playing fields takes a battering and the repair and maintenance is an almost constant process during very long periods of the year and this coming year will be no exception.

As regards maintenance, the PFA in association with Blagdon Hill cc undertook the restoration of the cricket roller, which was completed in March and was used extensively during the season. In conjunction with the Pitminster Parish Council the children's play area was upgraded with new equipment and facilities.

As for 2019 my ambitions would be to try and improve the land drainage of the playing field and improve the grass coverage and quality over the playing field. I would also like to assist in the development of a plan for the replacement of renovation of the pavillion and the tennis court project.

Finally I must say a heartfelt thank you to all the people to help me out through the year, including especially Ray Shattock and Tony Knight and if it wasn't for the astute management of the playing fields by the PFA and the generosity of the local community through the money raised by the fete then I would be not be able to look after the park



## **Pitminster and Angersleigh Playing Field Association**

### **New Community Hall and Pavilion Sub-Committee**

#### **Report for the AGM of the Pitminster and Angersleigh PFA on 24 January 2019**

The sub-committee members are Rosemary Hannam, Andrew Hannam, Tony Knight, Peter Kirby, Sarah Wakefield, David Edmondson and Duncan Meikle. Eric Newcombe had attended several meetings in his capacity of Chair of the Parish Council.

#### **History 2006 - 2018**

For twelve years the sub-committee has been trying to find the funding for a new combined sports pavilion and community hall. Efforts have included two major funding applications to the Big Lottery. Various designs have been considered. The latest of these indicated a likely build cost of £430k for a pavilion with a very modest amount of community space and a build cost of over £800k for a building which would function as a combined pavilion and fully functional community hall.

The necessary funding has not been forthcoming.

During 2018 the committee considered whether there was any realistic chance of obtaining funds to deliver this project in the foreseeable future. Research into potential sources provided a rather depressing picture. There has been a reduction in the maximum grant size from several key sources.

#### **The Big Lottery**

The maximum grant has been reduced from £500k to £100k

They are concentrating on the improvement of existing buildings rather than new capital projects.

The competition is fierce. Every month they receive two or three new applications in Somerset for projects similar to ours.

Realistic chances: less than 20%.

#### **Viridor Credits**

The maximum grant has come down from £100k to £50k.

However, our project fits in with their aims and securing the maximum figure is a strong possibility.

#### **The England and Wales Cricket Board (ECB)**

There is no direct funding is available at present. There may be in two years.

The funding that is available is channeled through Sport England which is a branch of the Big Lottery (see notes below).

#### **Sport England - Community Asset Fund**

Grant range: £1k to £150k

Total value of fund nationally per annum: £15M

Our project fits most of the key criteria but competition is high.

Realistic chances: say 35% chance of £50k

## The Football Foundation

Funding from the FA is directed exclusively at the elements of the building which relate to football.

i.e. changing rooms, ref's room and some kitchen facilities.

They would not fund the community elements of a building.

Being very optimistic we might achieve a figure of £100k.

Other funding sources include:

The Trusthouse Charitable Foundation

The Bernard Sunley Charitable Foundation

The Tudor Trust

Garfield Weston

The Bishop Fox Educational Foundation

These might produce some minor funding but collectively this is unlikely to exceed £50k.

## Where Now?

The inevitable conclusion of the extensive research carried out into funding opportunities was that the current funding climate is such that our prospects of raising sufficient funds to deliver our plan for a combined new pavilion and community hall were virtually nil.

Even the smallest building proposed by at a cost of £430k is beyond our means.

The committee feels that, after many years of unsuccessful endeavour, perhaps this is the moment when we should consider the replacement of the current pavilion with a low-cost new building designed simply to serve the sporting needs of the Playing Field.

Initial investigations have indicated that a new replacement pavilion could be built for around £280k. It is possible that the building could be designed in such a way to allow the addition of a community element at a future date.

It should be noted that sports buildings are liable to VAT at 20% whereas community buildings are not. Additionally, not including a community element to the building immediately excludes some of the funding sources we were originally counting on.

## Conclusion

The sub-committee would like to know whether the main PFA committee agrees with our thoughts.

24 January 2019

## **Pitminster and Angersleigh Playing Field Association**

### **Annual Report from the Blagdon Green Sub-Committee**

The members of the sub-committee are: Duncan Meikle (Chair), Angela Parker, Jayne Hares, Arthur Moore and Alan Rouse. Toby Snell is an active 'friend' of the Green.

The sub-committee continued its work overseeing the maintenance and improvement of the Green. The committee hopes the PFA agrees that it is a very valuable asset for Blagdon Hill and the wider parish community.

We are grateful to Graham Field and his daughter Josie for pruning the apple trees again during the past year.

#### **Maintenance and Improvement**

One major task completed this year was the clearance of the stream that runs along the east side of the Green which had become very overgrown. This has been well received by those local residents who use the path through the Green.

The committee is grateful to Toby Snell who has co-ordinated the regular cutting of the grass and the annual cutting of the perimeter hedge.

#### **Events**

A Halloween event was held on the Green on Saturday 28<sup>th</sup> October. Attendance was disappointing compared to previous years which was probably partly due to poor weather (cold and wet). Takings were only £150. We are grateful to the local volunteers who helped with the event and in particular to Mark Bond of CICIC who organised the bar and food. The committee is considering whether to repeat this event next year; it involves a considerable amount of work for a very low return and there is a feeling that it is becoming a bit stale.

A Remembrance Day service was held on the Green on Sunday 11 November.

#### **Christmas Tree**

Two local residents, Angela Parker and Toby Snell, very generously sponsored the purchase of a large Christmas tree and excellent lights were again provided by Nigel Stamp. The tree was on display on the Green throughout the Christmas period. We are grateful to Riverside Kitchens for providing the electrical power.

**Pitminster and Angersleigh Playing Field Association**  
**Income and Expenditure Account for the year ended 31st December 2018**

<u>Income</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
<b><u>Fete</u></b>				
Fete	10827	10896	8908	10058
	<u>10827</u>	<u>10896</u>	<u>8908</u>	<u>10058</u>
<b><u>Events</u></b>				
Open Gardens	0	0	3731	0
Quiz	1787	2354	1254	0
Summer Ball	0	7733	0	5710
Barn dance	2344	0	2417	2939
Christmas Party	1225	1504	1622	1030
Wine tasting	715			
Halloween Bonfire	150	262	70	185
	<u>6221</u>	<u>11853</u>	<u>9094</u>	<u>9864</u>
<b><u>Facilities Hire</u></b>				
Cricket Hire	750	630	625	800
Football Hire	625	850	600	430
	<u>1375</u>	<u>1480</u>	<u>1225</u>	<u>1230</u>
<b><u>Other Income</u></b>				
Tennis membership	621	563	405	481
Marquee Hire	1250	1850	2275	1650
Donations and grants received	1080	2136	2895	5808
Interest received	371	427	413	423
Sundry Income	647	518	783	570
	<u>3969</u>	<u>5494</u>	<u>6771</u>	<u>8932</u>
<b>Total Income</b>	<u><u>22392</u></u>	<u><u>29723</u></u>	<u><u>25998</u></u>	<u><u>30084</u></u>
<b><u>Expenditure</u></b>				
<b><u>Fete</u></b>				
Fete	2659	2179	1973	2398
	<u>2659</u>	<u>2179</u>	<u>1973</u>	<u>2398</u>
<b><u>Events</u></b>				
Quiz	320	429	314	0
Summer Ball	0	4442	0	3691
Barn dance	852	0	1082	1327
Christmas Party	1000	1155	1510	845
	<u>2172</u>	<u>6026</u>	<u>2906</u>	<u>5863</u>
<b><u>Other Costs</u></b>				
Electricity	417	263	282	261
Rates	67	67	80	50
Water services and repairs	384	1222	333	466
Insurance	1989	1609	1641	1658
Machinery and materials purchased	2226	780	804	966
Professional fees for new pavillion project	1800	1740	0	0
Marquee supplies	200	1027	0	618
CCS Fees and services	100	40	3369	176
Grass cutting / services	2163	2693	2452	2319
Alarm installation and maintainance	141	831	0	0
Cleaning	460	585	475	360
Tennis Court maintenance	0	0	846	120
Ground costs	1435	1232	1104	770
Playground inspection fees	0	358	0	0
Bank Charges	120	120	20	0
Sundry costs	716	764	535	765
Groundsman net of Cricket club contribution	2049	1892	0	0
	<u>14267</u>	<u>15223</u>	<u>11941</u>	<u>8529</u>
<b>Total Expenditure</b>	<u><u>19098</u></u>	<u><u>23428</u></u>	<u><u>16820</u></u>	<u><u>16790</u></u>
<b><u>Funds reconciliation</u></b>				
Opening Bank balances	65074	58779	49601	36307
Net Increase in funds	3294	6295	9178	13294
<b>Closing Bank balances</b>	<u><u>68368</u></u>	<u><u>65074</u></u>	<u><u>58779</u></u>	<u><u>49601</u></u>