



# Whatton and Aslockton Playing Field Trust

The Pavilion, Dark Lane, Whatton-in-the-Vale, Nottinghamshire NG13 9FE

Registered Charity – Number 1135385

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## MINUTES OF the Meeting of the Whatton and Aslockton Playing Field Committee at the Cranmer Arms, Main Street, Aslockton on the 2<sup>nd</sup> February 2016 at 7:30 pm

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### 1. Members Present and Apologies

- a. Members present: Cllr J Brown, P Griffin, Cllr. C Grocock, Cllr. C Haslam, RA Lambourne, T Moxey, G Nerney, Cllr. GR Redford (Chair).
- b. Resignation of Mr. T. Daws: The Chairman informed the meeting that Tom had decided to resign from the Committee for health reasons. The Committee thanked Tom for his contribution to the Trust and wished him a speedy recovery.

### 2. Minutes of the previous meeting

The Minutes of the previous meeting which had been circulated were approved by the Meeting.

### 3. Ground

No issues were raised.

### 4. Play Equipment

No issues were raised.

### 5. Building project

#### a. Building Plans

The meeting was informed that no change had been made to the plans presented at the last meeting. RA Lambourne presented the revised provisional cost for the project, he explained that the revised plans had resulted in a slight increase in the footprint of the building. The costs were summarized as follows:

Substructure	£39,870
Superstructure	£126,633
Internal Finishes	£51,831
Fittings (Furniture and Fittings)	£15,948
Services	£67,779
External Works	<u>£77,746</u>
Sub-Total	£379,807
General Costs and Contingencies	<u>£58,870</u>
Costs at 1 <sup>st</sup> Quarter 2016	<u>£438,677</u>

Projecting the costs to the mid-point of Construction (3<sup>rd</sup> Quarter 2017) the provisional costs rises to £470,131.

**b. Project Plan**

No further amendments had yet been made to the project plan.

**c. Members Involvement (Major Areas)**

- a. Funding Bid – the funding bid team would be led by Cllr. Chris Grocock
- b. Design Team – the design team would consist of Tim Moxey, Richard Lambourne.
- c. Consultation Team – the Consultation team would be led by Cllr. Gregg Redford. Cllr. Redford informed the Meeting that he would present the Consultation Plan at the next meeting.
- d. Financial Plans – Cllr. Redford undertook to produce the Financial Plans.
- e. It was decided that prior to any general consultation it was paramount to have the Parish Councils (as Trustees) supportive of the project. It was agreed that meeting (s) would be arranged with the Parish Councils preferably as a joint meeting in late March or April the date and format to be agreed.

**d. Topographical Survey**

The meeting discussed the quotation from the Greenhatch Group for a topographical survey. The quotation was for £625 plus Vat (£125) a total cost of £750. The Chairman informed the meeting that there were sufficient cash resources to undertake the survey. The meeting resolved to proceed with the survey.

**e. Building and Project Name**

A working title of Community Recreation Centre was agreed on.

**6. Finance**

**a. Management Accounts**

The meeting considered the Management Accounts which had been previously distributed. The Chairman informed the meeting that the probable outcome for the year would be a surplus of £300.

**b. Fund Raising**

The Chairman informed the meeting that given the 'seed' costs of the Building Project, the Committee may wish to secure financial support from the Parish Councils and the Borough/County Councillor. The Chairman undertook to produce an estimate of preliminary costs (up to the Planning Application Stage) as a basis for a submission for a funding request.

**c. Review of Financial Regulations and Bank Mandate**

The Chairman informed the meeting that the resignation of Mr. Daws will give rise to another Bank Mandate change. He felt it was time to look at the Financial Regulations to decide how best to manage the Finance of the Trust in the future. The Chairman undertook to produce a paper providing the option for the next meeting.

**7. Any Other business**

There was no other business.

**8. Date of next meeting**

The meeting felt that there was a lot to be done before the next meeting, it was decided therefore that the next meeting would held on 15<sup>th</sup> March 2016 at the Cranmer Arms.