

# QUEEN ELIZABETH II PLAYING FIELD

## CHILD OKEFORD CHARITABLE TRUST

Charity Registration No: 1181908

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### Minutes of the Trustees held on Monday 7<sup>th</sup>. OCTOBER 2019 after the Parish Council Meeting in the Community Centre at 8.55pm

#### Trustees Present

Kirsty Baird (Chairman), Martin Rudd (Vice-Chairman), Robert Smith, Karen Knapton, Leo Tandoh and Mark Kerridge

**Apologies for Absence:** Mary Giles and Sylvia Holdeman

**Clerk to the Trustees:** Mal Derricott

#### 1. Confirmation of the Minutes of 9<sup>th</sup>. September 2019

The Minutes of the Meeting held on 9<sup>th</sup>. September 2019 were confirmed as a true and correct record of the meeting.

#### 2. Matters Arising from the Minutes not on the Agenda - None

#### 3. Financial Matters

##### a) Approval of the Schedule of Payments

The Trustees approved the schedule of payments of £1054.28  
See page 107.

##### b) Statement of Accounts to 31<sup>st</sup>. August 2019

The statement of Accounts to 31.08.2019 were reviewed and approved.  
See attached on page 108.

#### 4. Playing Fields Maintenance

a) The Health and Safety Playground Inspection reports for September have been received from the contract groundsperson.

**ACTION** b) The Clerk will order the top coating material for the repair to the playground surface.

c) The Trustees considered the playground surface life. The Trustees will consider whether the Trust should be raising funds to partially replace the surface where the wear is greatest. Leo Tandoh will approach a local company for an estimate of the cost to resurface the area under the climbing frame.

#### 5. Recreation Ground Matters

**Worldwide Sleepout Weekend – 7<sup>th</sup>. December** - Request for the use of the recreation ground and access to the community centre for toilets and emergencies.

**ACTION** Refer to next agenda when the Trustees have more information.

**6. Community Centre Management Committee Report**

Minutes of the Meeting held on 23<sup>rd</sup>. September 2019 were considered.  
See attached on pages 105 & 106

The Trustees approved the report.

**ACTION** Martin Rudd asked that the committee to consider putting a booking facility on the website. Clerk to investigate.

*Mark Kerridge left the meeting*

**7. Child Okeford Recreation Ground Improvements (CORGI Project)**

- OcktoberFest approx. £2000 raised – successful event and will do again next year.
- Hill Run not as well attended as expected.
- Another steam-up planned for February.
- Rugby Breakfasts raised £286 – more to come this weekend.
- A yearly alcohol licence is needed due to the number of events that are being organised. The cost is £100 for the first year then £75 per year.
- Next year a marquee will be provided free of charge for the Hey Day – it will be used for a wedding and left in situ for the Hey Day event.

**8. Any Other Matters of Interest – None**

The next Meeting of the Trust will be held on **MONDAY 4<sup>th</sup>. NOVEMBER 2019** at the Community Centre immediately following the Parish Council Meeting

**The Chairman closed the Meeting at 9.47pm.**

**Signed .....** **Dated .....**  
**Chairman of the QE 11 Playing Field Trust**

# QE 11 CHILD OKEFORD PLAYING FIELD TRUST

## COMMUNITY CENTRE MANAGEMENT COMMITTEE

### NOTES OF A MEETING held on MONDAY 23rd. SEPTEMBER 2019

PRESENT: John Derricott (Chairman) Kirsty Baird Karen Knapton

Apologies: UrsulaTaxis Andrew Stevenson-Hamilton

Notes taken by: Mal Derricott

#### 1.0 Resignation of Abi Rudd

#### 2.0 ACCOUNTS TO DATE

Mal Derricott (Clerk to the Trustees) outlined the financial situation of the Community Centre to date (estimating the end of September). The committee had a preliminary discussion of the Budget 2020/21.

#### 3.0 EXAMINATION OF ROOM HIRE CHARGES

At a meeting of the QE11 Trustees it was noted that the Community Centre should endeavour to be self-financing. When the Trust took over the Centre in June 2018 from the previous committee it had become run down through lack of investment in the property and facilities. When it was taken over there were several urgent maintenance issues to be dealt with. To enable the Centre to become self-financing it was agreed that there needed to be an increase in the hire of the Centre charges. Also, noting that the Centre has seen quite a lot of improvements.

##### Suggested charges from 1<sup>st</sup>. January 2020

Regular Users (Morning/Afternoon/Evening)	£15.00	Per Session
Casual (non-commercial) Users	£20.00	Per Session
Commercial Users	£50.00	All Day
Parties	£30.00	Per Session
Parties	£50.00	All Day (9am-6pm)
Parties	£75.00	Day and eve (9am-11pm)
Football	£30	For one game – hall, pitch and showers
Football pitch only	£10	

Regular users to be notified as soon after the Trust Meeting as possible that the increased charges will start from 1<sup>st</sup>. January 2020.

There will be no charge for CORGI Fund Raising events.

Karen to arrange for electricity monitoring system to be set up, especially showers.

The first draft budget 2020/21 was considered.

**4.0 MAINTENANCE & IMPROVEMENTS CARRIED OUT**

New cooker – sound system – TV and aerial – large screen – WIFI – outside tap

**4.0 NEW STORAGE UNIT**

The Hey Day Committee has offered the Trust a new storage unit to replace the current one. The location and size of the new unit needs to be established. The committee are grateful for this offer.

**5.0 LOFT INSULATION**

When the TV aerial was being fitted it showed up that there is no insulation in the roof of the building. Karen agreed to investigate whether there are any grants available for this.

**6.0 GUTTERING**

It was noted that the guttering needs repair/replacement. It was agreed to get 3 quotes for this work.

**7.0 NEW EXIT FROM THE CENTRE INTO THE FIELD**

There are plans being looked at to have a patio door put in the centre of the building, facing out into the field, and then some decking laid to accommodate tables and chairs to sit outside.

The next meeting held in January 2020.