

	<p>a new spigot installed and the flushing mechanism now works and the lock on the rear fire exit has been sorted out.</p> <p>All other matters are dealt with under Requested items</p>	
6.	<p>Requested items</p> <p>a. <u>Utilities issues – meter readings</u>. Sec had no problems with water but continued to have problems with nPower regarding electricity. The new electricity meter was capable of being remotely read by nPower from 1st August 2017 but this seemed to have taken a lot time to happen. £60 compensation had been paid by nPower to recompense for problems but issues continue (see item 7).</p> <p>b. <u>Landscape management including the east field</u> – SS said that GA had used brush cutter down the path beside the allotments. The Committee was grateful to D. Blackshaw who had cut the east field and also taken away grass cuttings. Umbellifers remain to be cut back when seeds gone. DB will also arrange to have hedge cleared when vegetation starts to die back, will arrange for dead wood to be cut out and replanting done. This has been put in writing. DB will also give strip of land between his fence and the hedge to VP. This is being handled by SG.</p> <p>SS said the wild patch of grass south of the sports field is bordered by posts with barbed wire which needs to be removed for safety. GA said he thought it was just ordinary wire but still needs to be removed. Date to be agreed to do this.</p> <p>About a dozen trees are to be planted in north-west corner of field. SG had offered to get from his supplier but after discussion, Management Team suggested getting local trees. Sec agreed to pay for the trees personally. Sec and SS to investigate stock at Cowells or Wooler or other local nurseries.</p> <p>c. <u>Children’s play area – RoSPA report and repairs</u> – GA said report came out just after the last meeting. Usual wear and tear on timber uprights and fence which are ongoing repair jobs. There was nothing major on the report but more recently the climbing net needs repair. Parts arrived 13th September and will be installed asap.</p> <p>d. <u>Funding Fair, Felton, 26th September</u> – SS and SW to attend. Priorities are new goal posts (£1,500-£2.500), line marking equipment and MUGA surface replacement. EH will send costing information she has on MUGA and tennis courts to SS. JR to source information/costs for sanding bowling green. Sec suggested future funding could be sourced for new LED lighting for car park and spotlights. Reinstatement of running track suggested by EH – put on hold for time being.</p> <p>e. <u>Bonfire Night planning meetings</u> – SS said arrangements were in hand. Prep meetings are 19th Sep and 26th October both at 7pm. AC to contact Colette about possibility of being first aider. Club have said that we can use the Club PA system. Sec to check with St Johns Ambulance Service for 1st aider costs in case volunteer can’t be found.</p> <p>f. <u>Women’s changing room progress with clearing</u> – SS and GA have started to make progress with this. Have got £22 for unwanted shelving. Also have 45-50 banqueting</p>	<p>SG</p> <p>SS/GA</p> <p>SS/Sec</p> <p>EH</p> <p>AC</p> <p>Sec</p> <p>GA/SW/EH</p>

	<p>chairs to dispose of. SW to take pics for information for SVH committee and GA said Jubilee Hall Cttee might take 24 chairs at £3.00 each. There are also fabric covered foam cubes. EH will ask if school is interested.</p> <p>There is a football table and Air Hockey table. It was agreed that there was no room to install these in the Pavilion cloakroom, so they would be advertised in Column and if no takers, would be sent to auction. Sec to contact owners of table tennis table to ask them to remove.</p> <p><u>g.Sports activities update</u> – John Stewart (under-10s football) possibly due to start in September on Sunday mornings. Fixture list needed. SS to contact him.</p> <p>h.Risk assessment / Fire risk - working group to be set up. – GA and Sec to do this. Sec raised issue of outstanding works from Fire inspection done in May 2017. Works will cost about £490. LF said inspector had said the other manual fire switch needed replacement too. Sec to get quote for this additional item. VPCMT agreed £490.00 exc VAT.</p> <p>LF asked if Nelsons could have a new record book for recording fire alarm tests – agreed.</p> <p>i.Budget 2018-19 priorities – SS said need to start planning next budget. Sec to prepare asap information on current spend and expected expenditure at 31.3.2018. It is expected that all the budget will be spent as planned by the end of the current financial year. Steward needs to get his invoices in asap.</p> <p>GA said there may need to be additional expenditure as the verge pointing needs repair on the pavilion. Ridge tiles will also need checking. LF raised concerns about damp problem on Nelsons/pavilion gable wall. SS to contact Nigel Carr for investigation/quote. Sec said that Insurance is to be re-costed for 2018 and this may increase.</p> <p>SW suggested budget might be needed for fencing wire. GA said he had some wire and could do this. Also discussed need to set up contingency fund for VPC. Sec suggested that in connection with this, a Reserves Policy was needed and agreed to draft one for December meeting.</p>	<p>Sec</p> <p>SS</p> <p>GA/Sec</p> <p>Sec</p> <p>Sec</p> <p>GA</p> <p>SS</p> <p>Sec</p>
<p>7.</p>	<p>Finance</p> <p>Papers had been circulated which showed the position of the VPC as at 31st August 2017. This included (Sheet 1) Expenditure and income against budget for 2017/18, (Sheet 2) all expenditure by the charity (including that spent on its behalf by the PC), (Sheet 3) all income received, and (Sheet 4) the expenditure over 2015/2016 and 2017 on the Capital Grant works which are now complete. There is an overspend (on grant works) of £405.22 which will need to be repaid to the PC but £5548.33 of the original 'ask' to the PC has not yet been paid and needs to be requested (less the grant works overspend of £405.22 = £5143.11). Email request needs to come from Chair asking for remainder of PC 'ask', and this will be put on agenda of next PC meeting.</p> <p>Balance in HSBC Bank Account as at 31st August 2017 was £5998.05 however this</p>	<p>Sec</p> <p>SS</p>

	<p>included a (second) repayment in error from nPower of £1499.74 which has to be repaid. There were no uncashed cheques.</p> <p>Cheques approved by e-mail since the last meeting were as follows: Play Safety Ltd (Playground Inspection) £105.00 Alan Whitlow (Grass cutting in 2016) £95.00 NCC Weedspray £50.00 Fireworks International £905.00</p> <p>Items for approval at meeting; Repayment to Greg Anderson for various items purchased £728.40 Repayment to John Richardson for fuel and belts for Green Sweeper -£41.66 Both the above agreed.</p>	
8.	Health and Safety – No additional items.	
9.	<p>Urgent Items</p> <p>a. New Dog bin - AF had asked if it was possible to get a new dog bin. Sec had asked NCC if they would empty an additional Litter bin which they said they would, but a new litter bin would cost in excess of £700 inc VAT if one to match existing is purchased. VPCMT agreed expenditure of up to £100 for dog waste bin if NCC will empty.</p> <p>b. Bookings – Sec asked if there had been any bookings for the main hall as the last one she had was in July. LF advised no bookings had been made (one due in Sept).</p> <p>c. Donations Tin- SS to empty donations tin (for equipment and court use). EH to do a sign saying 'donations welcome for bowl loan – EH to draft and send to SS.</p>	<p>Sec</p> <p>EH/SS</p>
10.	Any other business – None.	
11.	<p>Next Meeting: 7.00pm Tuesday 5th December 2017 (Please note change in time and day from usual meetings).</p> <p>Meeting finished at 21.05</p>	