MODBURY ASSOCIATION OF RECREATION & SPORT: MEETING MINUTES

Date: 13 February 2024
Present: Peter Watts (Chair)

Nikki Mitchell (Secretary)
Barbara Price (Parish Council)
George Rosevear (Independent)
Rodney Bomford (Bridge)

Paul Romney (Treasurer)
Dave Trigger (Parish Council)
Kath Hope (MRJFC & Netball)
Tony Price (Touch Rugby)
Jon Wakeling (Bridge)

Apologies: Kim Clifford, Mike Marchant

Steve Comley

AGENDA ITEM	COMMENT	ACTION	BY WHOM
1. MATTERS ARISING FROM COMMITTEE MEETING OF	Matters arising or carried forward from meeting on 12 DECEMBER 2023 were as follows:		
12 DECEMBER 2023	Send Tennis Club a Licence to Occupy	Complete	
	Skate ramps to be dismantled and replaced with similar or alternatives. Consult with young people to gain their input.	Ongoing	PR/PW/KC
	Replace trim trail balance beams	Removed not replaced	
	MUGA faulty light repair/ replacement	Complete	
	Function room door repair	Complete	
	Replace timer switch on pedestrian gate	Complete	
2. TREASURER'S REPORT	See latest extracts from accounts attached (financial activities for period 13 December 23 to 13 February 24 and Trial Balance at 13 February 2024. PR confirmed c£15.9k in bank of which c£11k would be available to fund future projects.		
	PR also shared a copy of the Business Plan and Financial Projections for FY 2022/23 to 2028/29 which was submitted to and approved by MPC at their latest meeting.		

	Projections include a 10% increase in fee hire rates from April 2024 which will be the first time rates have increased in 10 years. Revenue has risen through increased usage and DT said the committee had done a great job maintaining such low fees and felt no organisation will suffer because of the small increase proposed. RB said there would be nothing worse than declining facilities through lack of maintenance funds and TP pointed out recent changes to VAT position would not impact revenue as savings on fee income would cancel out most VAT incurred on purchases. Everyone was in favour of the fee increase proposed.		
3. REGULAR USERS UPDATE	Tennis – nothing to report. Scouts – nothing to report. Football – KH said couple of games postponed due to weather conditions was frustrating. Two more home games left this season. Hoping to actively promote junior football through the summer term to build on membership for next season. KH mention the padlock on the goals appear seized. PW suggested club cut off and purchase new. Touch Rugby – TP said nothing to report as this is not a winter sport but very interested in progressing the lighting scheme (see later). Cricket – PR confirmed nothing to report.		
	Walking football – no club updates provided but committee agreed to provide small grants of £250 for Modbury Vixens (ladies walking football) and Devon Walking Football (set up by Steve Comley and based at QEII Recreation Ground) as we have previously for new user groups. PR to provide NJM with contact details for Modbury Vixens to request club rep join MARS committee. Bridge – RB said 40+ people playing and membership growing which means they need 2 more tables. Club are prepared to purchase as long as there's	Invite club rep from Vixens and advise of start-up grant awarded Follow up with Bridge club re storage space once Noah's Ark have made a decision	NJM PR/PW

	somewhere to store them (waiting for Noah's Ark to make a decision – if they		
	return to the church there will be additional storage space available).		
	Anticipate attendance may drop in the summer as members take up other activities but this will be short term. PR requested age profile of membership		
	as this will be useful when considering future funding opportunities.		
	RB asked if club can use the changing rooms if not in use on a Thursday afternoon which everyone agreed would make sense.		
4. ONGOING MAINTENANCE	Field		
	<u>Lighting scheme</u> – see attached field lighting improvement proposal.	Proceed with new lighting scheme	PR/PW
	Committee agreed to set aside a budget of £1,500 (proposed by PR, seconded by PW). Plan to install new lighting in the Spring ready for next Autumn. RB asked about running cost and PR confirmed very low cost as uses LEDs.		
	Hoping to carry out work using an existing tower scaffold. PR asked BP to check and confirm the public liability insurance covers volunteers working on a scaffold. PR has been working on an enhanced lighting scheme to install additional lights around the pitch but for now clubs will need to continue with what's currently in place.	Check and confirm existing liability insurance covers volunteers working on a tower scaffold	ВР
	General Maintenance – PW and PR said it's been a struggle being so wet but new equipment is definitely making a difference with noticeable improvement in drainage.		
	Fertiliser now ordered and paid for. Expecting delivery within next 4-6 weeks. Plans to top dress the pitches in the Spring with a mix of topsoil and sand. This will be funded by the football foundation grant we received last year and will be the first time we've carried out top dressing.		

	Skate ramps – carried forward. MARS understands a questionnaire has already been developed and submitted to MPC along with a proposal to run a youth forum. Response awaited. Pavilion	Follow up plan for a youth forum with MPC	КС
	Discovered a leak on the heating system which has been repaired but seems the heating is still not working properly. Call plumber and at the same time request boiler service.	Repair and service boiler	PW
	PR said we have received a request to install a white board on the function room wall. He has acquired one that is ready to go.		
	Also discussed replacing the projector screen in time as the one we have does not retract.	Source replacement projector screen	NJM
5.HEALTH & SAFETY	Railing from the pavilion to the field is now in place.		
	PW asked if MPC are responsible for arranging annual inspection of the trim trail.	Confirm MPC arrange annual trim trail inspection.	ВР
	PW also requested copy of the latest Public Liability Certificate to be displayed in the building.	Obtain latest PL certificate	NJM
	Music licence is valid and has been renewed but no new certificate is issued.		
6. CIO UPDATE	BP provided the committee with the following update:		
	Draft Terms of Reference distributed to some committee members for comment. Suggested a meeting of MPC and MARS members to discuss.	Arrange meeting to review draft TOR	ВР
	Charitable Constitution still being worked on.		
	Lease Agreement between MPC and Modbury Recreation Trust (MRT) requires input from a surveyor before any further progress can be made.		
	VAT won't be able to be reclaimed on capital grants in future so need to make sure provision for VAT is included in any grant applications we make.		

	Grants awarded but yet to be spent will need to be transferred to MPC and earmarked to pay bills as they arise. This is because grant funding was awarded to MPC and not the new MRT charity.	
	MPC in full communication with Fields In Trust to make sure we meet their requirements.	
	External audit may not be required in future. Instead, an independent review may be possible although yet to confirm with accountants.	
7. AOB	TP mentioned the plan for May Fair is to finish with a community picnic and sports day on Saturday 11 May at the Recreation Ground. No further details at this time.	
8. NEXT MEETING	Second Tuesday of every other month. 8pm @ QEII Pavilion. Scheduled meeting dates as follows:	
	Tuesday 16 April 2024 Tuesday 11 June 2024 Tuesday 13 August 2024 Tuesday 8 October 2024 Tuesday 10 December 2024	