

**WOODHOUSE PARISH COUNCIL - King George's Field, Woodhouse Eaves**  
*Charity no. 1087237*

**Minutes of the meeting of the Trustees of King George's Field - Woodhouse Eaves**  
**held at Woodhouse Eaves Village Hall on Monday 7<sup>th</sup> March 2022**

**Present:**

Mr P Searancke, Chair  
Mr C Bennett  
Mr T Sault  
Mrs Barrington  
Mr P Ince  
Mr D Shiels

Clerk, Mrs E Crowe  
RFO, Mrs E Rowley  
Premises Manager, Mr G Watson

<b>1.</b>	<b>APOLOGIES:</b> Mr Pole, Mr J Horne & Mr R Thomas
<b>2.</b>	<b>DECLARATIONS OF PECUNIARY AND PERSONAL INTERESTS:</b> Mr Bennett –New Scout & Community Hall
<b>3.</b>	<b>MINUTES OF THE PREVIOUS MEETING ON 7<sup>th</sup> FEBRUARY 2022</b> <b><u>RESOLVED</u></b> To <u>confirm and sign</u> the Minutes as a true record
<b>4.</b>	<b>PROPERTY MATTERS TO CONSIDER</b> [a] To receive the Premises Manager's report for February <ul style="list-style-type: none"><li>• 5 Year Electrical Installation Testing has been carried out.</li><li>• The annual PAT testing inspection was carried out on 1st March.</li><li>• The Premises Manager to look at options for restoring the Oak Gates and posts at the entrance to K6 Footpath off Main Street.</li><li>• Spells of vandalism on site have been experienced resulting in damage to one bench on the King George's field and sections of the perimeter fence to the children's playground. Repairs to both are underway. Any damage in the future to be reported to the Police.</li><li>• Due to the recent vandalism a quotation for CCTV to cover the main car park is underway. The Premises Manager to circulate a proposal to the Councillors.</li></ul> [b] The Trustees approved a quotation from Roma Landscapes at a cost of £4,300 for a 3-year grounds maintenance contract to run from March 2022 – March 2025. The Premises Manager to request that Highways reimburse us for the cutting of the hedge along K6 footpath as they are responsible. [c] The new Scout and Community Hall Open Day is on 20th March 2022. Councillors to let the Clerk know their availability to attend. [d] The Trustees agreed that £1800 be paid to approve a building control and structural design for the New Scout and Community Hall. Cladding and roof specification needs to go to planning. We need to keep moving the project forward. Mrs Hammond is assisting in an informal detail specification for finishes which will be distributed to all Trustees. That document will go to the architect to form a specification to satisfy the planning department and for all builders to be able to quote on the same basis. [e] Mr Ince reported that Woodhouse Eaves cricket club have 5 friendly fixtures booked for the season which will be played on Sundays when Evington Lions are not using the pitch. Enquiries are being made with 'Little Wickets' about cricket for children. [f] The Council discussed the idea of the outdoor community meeting space in commemoration of the Queens Platinum Jubilee. The Trustees are grateful for all of the really positive feedback they have received but feel it should be mapped out in more detail and to postpone the idea until the other large projects around the site have been completed or are underway.

<b>5.</b>	<p><b><u>FINANCE RESOLVED</u></b></p> <p>[a] To receive financial reports:</p> <ul style="list-style-type: none"> <li>• The monthly bank reconciliation at 22 February</li> <li>• The monthly reconciliation of accounts at 22 February</li> </ul> <p>[b] To approve the following Accounts for Payment for previously agreed or delegated expenditure:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Salaries –</td> <td style="text-align: right;">1497.37</td> </tr> <tr> <td style="padding-left: 20px;">BT – monthly broadband fee</td> <td style="text-align: right;">51.68</td> </tr> <tr> <td style="padding-left: 20px;">John Gillingham – cricket pitch maintenance expenses</td> <td style="text-align: right;">65.13</td> </tr> <tr> <td style="padding-left: 20px;">Dusters Cleaners – cleaning 3 halls</td> <td style="text-align: right;">873.20</td> </tr> <tr> <td style="padding-left: 20px;">All View Window Cleaning – February</td> <td style="text-align: right;">55.00</td> </tr> <tr> <td style="padding-left: 20px;">Climbatize Ltd – tree felling works</td> <td style="text-align: right;">1550.00</td> </tr> <tr> <td style="padding-left: 20px;">ESPO – Village Hall Gas supply – December</td> <td style="text-align: right;">163.87</td> </tr> <tr> <td style="padding-left: 20px;">EDF Energy – electricity supply village hall</td> <td style="text-align: right;">591.46</td> </tr> <tr> <td style="padding-left: 20px;">Target Hygiene – quarterly feminine hygiene servicing for hall toilets and nappy bin charge</td> <td style="text-align: right;">155.92</td> </tr> <tr> <td style="padding-left: 20px;">Automatic Access Ltd – call out to fix sliding door fault</td> <td style="text-align: right;">120.00</td> </tr> <tr> <td style="padding-left: 20px;">LCC – grounds maintenance charges</td> <td style="text-align: right;">49.49</td> </tr> </table> <p>[c] To note charity income for February is £4667.30</p> <ul style="list-style-type: none"> <li>• £3667.30 - hall lettings</li> <li>• £1000 - VH House</li> </ul>	Salaries –	1497.37	BT – monthly broadband fee	51.68	John Gillingham – cricket pitch maintenance expenses	65.13	Dusters Cleaners – cleaning 3 halls	873.20	All View Window Cleaning – February	55.00	Climbatize Ltd – tree felling works	1550.00	ESPO – Village Hall Gas supply – December	163.87	EDF Energy – electricity supply village hall	591.46	Target Hygiene – quarterly feminine hygiene servicing for hall toilets and nappy bin charge	155.92	Automatic Access Ltd – call out to fix sliding door fault	120.00	LCC – grounds maintenance charges	49.49
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<b>6.</b>	<p><b>STAFFING ISSUES</b></p> <p>[a] The Premises Manager has signed an amended contract to decrease his hours to 30 hours a week.</p> <p>[b] Mrs J Halliday has accepted the role as Booking Administrator and will start on 29<sup>th</sup> March. Hours of work will be approximately 7 hours per week.</p>																						
<b>7.</b>	<p><b>ANY OTHER MATTERS TO NOTE OR FOR FUTURE AGENDAS</b></p>																						

The meeting closed at 20:57hrs

**CHAIR**