**Minutes from Cranham Playing Field Committee Meeting on 5th October 2016**

**Attendees**

Our meeting was fully attended by all committee members, Alex Bumpstead, Chloe McCarthy, Katie Holmes, Marcia Lynall, Nicki Clapton and Kathy Donaldson.

**Minutes**

* It was established as to what each role of the committee members would be expected including Marcia being our key link to the Parish Council.
* Insurance is correct at present with regards to insuring all equipment; the tennis court is a separate entity. A query was made regarding the £100 excess as to who would be liable to pay if a claim was made, playing field committee or parish council, Alex is going to be finding this out. It was also decided that Alex would check how often equipment inspections need to conducted to validate our insurance.
* Parish council involvement regarding the playing field. As a playing field committee we believe we are an advisory committee to the parish council and report to the parish council on our activities and issues as required through Marcia. There are still some questions outstanding and further clarification was noted as being required.
* An action had been taken, from the last playing field meeting committee meeting, to confirm the grass cutting arrangements. This action was taken following a few comments that the grass had looked a little unkempt this summer. Alex reported the current arrangement is for a monthly cut of the playing field and the L-shaped path of the allotments from April to October. The arrangement is to leave the cuttings down and to strim round obstacles.
	+ To ensure the playing field could be used and enjoyed during the summer months it was suggested more regular cuts are required. Marcia took an action to request funding from the parish council for 2 extra cuts for next year.
* We had great discussions regarding the dog fouling issue, the result of this has led to the decision that another sign must be erected to inform all visitors to the playing field that dogs must be on leads and dog fouling will not be tolerated. We also discussed a possible 'no mess campaign'.
* A new sign will also be erected to ensure that no parking is allowed restricting access to the main gate.
* It was decided that another meeting must be arranged shortly regarding possible funding for new play equipment to replace some of the older equipment and Marcia was asked to enquire as to how the Parish Council could support this.
* Finally we decided on the best form of communication between committee members and that meetings should be held at least four times a year.