

Minutes of the Sarafield Review Group

Meeting held in the Sarafield Pavilion, Woodford Halse on Thursday 27 October 2016 starting at 19.00 hrs.

Present at meeting:

Kay Coles [Parish Council Chairman], Gary Smith [Parish Clerk],
Pat Knight [Parish Council], Tina Williams [Parish Council], Howard Burdett [Parish Council],
Robyn Davison [Parish Council], Iain Osborne [Parish Council],
Andrew Worrall [Woodford United Football Club], Kevin Worrall [Daniel Worrall Memorial Trust], Robert
Adams [Woodford United Football Club], John Ward [Woodford Halse Cricket Club],
Dani Grogan [Woodford United Football Club], Brian North [Woodford cum Membris Bowls Club] and Linda
Brassington [Woodford cum Membris Bowls Club].

1. Apologies

2. Introduction

3. Volunteer to take notes - Iain Osborne.

4. Car park maintenance and usage (liability sign)

Kay Coles apologized on behalf of the Parish Council to Mr. North who had his vehicle windscreen smashed while it was parked in Sarafield car park.

Wording of car park sign to be looked into.

5. Dogs

Notice to be fixed to main gate into the Sarafield asking dog owners to pick up their dog mess.

Dogs are not allowed in play area.

Main gate to be locked. Damaged padlock to be replaced.

One more dog bin to be placed by playing field entrance.

6. Future use and renovation of multi-games courts

Skate board ramp and area to be fenced off till ramp is fixed.

Look into the courts being turned into multifunction courts.

Once future plans agreed fence surrounding courts taken down as some posts are unsafe & wood boards are beyond repair.

Existing Astro turf to be taken up as it is also unsafe.

Group of people look into asking public how they would like the courts to be used. (Pat K, Kevin W, John W, Linda B, Andy W, Iain O)

Kevin Worrall offered The Daniel Worrall Trust would support and part fund the future plans of the all-weather courts.

7. Position of the youth shelter

Look at removing the shelter and asking whether Wimpey have a use for it on the Wimpey site.

8. Whole site security (Vandalism)

PCSO to carry out more regular checks of area.

Gate to be locked and if damaged again it should be reported as criminal damage, time and date.

9. Responsibilities and arrangements for maintenance of non-club related facilities

Scott's Landscapes to mow play area and beer garden.

Height of leylandii hedge behind main football pitch to be cut lower.

10. Responsibility for keeping whole site litter free.

Parish council handyman to carry out a major clear up and tidy-up weekly.

Football teams that use pitches to be reminded of clearing up at the end of their matches.

It was suggested a charge should be introduced if teams carry on failing to clear up after matches.

11. Pavilion and field running costs

All estimated Electricity £2,500, Water £2,000 (because of leak) normally £1,000.

Rates covered by Parish Council.

Annual pavilion and field costs to be submitted to the Parish Council.

Main sponsors - Main Line Timber and Tandoori cottage.

12. Fire risk assessment 2015

LPG tank empty.

Pavilion boiler is turned off and been condemned.

All "actions to be taken" on the October 2015 Fire Risk Assessment to be followed up.

Parish council to look into costs of Chubb covering main pavilion and bowls clubhouse.

Parish council requested the fire log book at next meeting.

13. Bank alongside bowls green facing car park

Ground to be levelled for extra car parking.

Consideration needs to be looked into how the gas tank in the ground can be safely removed. (To be discussed further at PC meeting on November 8th).

14. Installation of single phase electricity supply to bowls pavilion.

Work complete.

15. BMX track

Area to be cleared and made safer to use.

Future use to be discussed in future meeting after public review.

16. Leases for specific areas of the field and main pavilion

Arrangements to be made for Premises Licensing people to come to future meeting to discuss running of the pavilion to the rules. Agreements for use and maintenance of specific areas of the Sarafield and buildings considered very important for continuity of managing the facilities.

Meeting closed at 21.10 hrs.

Next meeting: Thursday, 01 December 2016 in the Farndon Room.

Iain Osborne 30.10.16