

KEMPSTON RURAL PLAYSPLACE

MINUTES OF MEETING HELD
THURSDAY 5TH FEBRUARY 2004

CROSS KEYS PUBLIC HOUSE

Present: Bev Rinvenuto, Chris Lowe, Petra Longhorn, Jon Shilling, Darren Pritchett, Debbie Beresford, Hilary and Zoë Turwicz, Philippa Stanbridge, Tanya Collins, Frances White, Maria Robinson, Ronnie Barclay, Debbie James. (14)

Apologies: Nil

Meeting started at: 8.15pm.

Minutes of Meeting Held 06.01.2004

From the minutes of the last meeting the paragraph concerning liability was incorrect. The correct reading should be:

It was also decided to make posters stating that **neither** Kempston Rural Playspace nor the Cross Keys Public House accepted **any** liability during events and that a responsible adult should supervise all children and vulnerable persons.

Treasury Report

The Bank Balance stands at: **£11947.85**.
£10.88 from the £50.00 float had been spent on postage of the Portfolio's.

It was then raised that, from the total balance there are funds in the account that had been given to The Playspace to allocate to particular projects. It was unclear as to how much was restricted to what project or how much we had either been given or raised within the remit of our aims and objectives could be allocated without specific instructions and finally how much is 'promised' but not held in the account.

Hilary stated that she would amend the way the accounts were set out, to provide not only the bank balance, but a 'statement of account' to include all of the above.

Discussion then went into 'auditing' of the accounts and if we were legally obliged to have them 'professionally audited'. At this stage it was decided that as long as we could account for all funding, and clearly state for what reason

The money was either given or promised and receipts were obtained for all expenditure and members of the committee were happy that all was in order that would be acceptable at this stage.

For information at this stage we have:

Promised:

£1000.00 - Bedfordshire Police Partnership Trust - To be allocated for equipment as decided by the committee.

£8000.00 - The Bedford Charity, (The Harpur Trust) - To be allocated to Multi-Purpose Climbing Frame project.

Total: £9000.00

Grants Held within our Account:

£7000.00 - Bedfordshire Rural Communities Charity, The Local Network Fund - To be allocated to Football / Basketball project.

£450.00 - Crimebeat - To be allocated to Youth Shelter (£50.00 to be added once shelter in place and photographs taken and camera provided returned).

£200.00 - Kempston Rural Parish Council - To be allocated to Grass Cutting.

£500.00 - Wootton Youth Group

£500.00 - Bedfordshire and Luton Community Grant

£250.00 - Bedfordshire County Council

To be allocated to equipment as decided by the committee.

Total: £8900.00

£100.00 - Universal Salvage - Donation

£10.00 - Len Watkins - Donation

£2937.85 - Fundraising - To be allocated to equipment / expenditure as decided by the committee

Total: £3047.85

Cash Balance: £11947.85

Action: Hilary to set accounts out to read all of above information.

Andy Lowe

It was agreed that two plaques should be purchased one to go on a bench, when installed into The Playspace along with a tree in memory of Andy Lowe and a plaque on the bench outside the pub.

Approximate cost being: £10 –15 per plaque including up to 30 letters, further blocks of 10 letters at £5.00.

Wording on plaque at pub should read: “Andy Lowe” “Date” “Donated by Friends”

Wording on plaque at Playspace should read: “In Memory of Andy Lowe” “A Good Friend” “Kempston Rural Playspace”.

This item to be put ‘on hold’ until a suitable bench is installed.

Suggestions are sought as to what tree should be planted, which ideally will be planted near to the bench.

Action: All - suggestion for tree to Debbie.

Fundraising

The Easter Egg for the raffle is on order and will be with us shortly.

Jon said that the application from ‘Living Spaces’ part of The National Lottery would be submitted soon. He anticipates applying for the balance of the project, in the region of £15,000 - £16,000, as their criteria fits us perfectly.

He will also complete two smaller applications, one to Charles Wells, Eagle Aid and one from B & Q, although B & Q are likely to provide products or services rather than cash.

Company Applications

Phillippa said that approximately 30 copies of the Portfolio had been sent out to selected companies at the beginning of January.

To date there have been 4 negative responses and 3 positive responses.

The positive responses have been from:

Binney & Smith donating a product for a raffle prize
Autoglass & Bedford Blues Limited, donating two ground tickets for 2003 / 2004 season. (Ends April 2004)
Universal Salvage plc, donating £100.00 cheque.

Connected to the newsletter The Kiln has donated £10.00, in the form of a lovely handmade tile that is taken to the shop, to be able to decorate pottery.

Action: Debbie to write Thank you letters.

Parish Council Meeting

As hopefully most of you are aware that at the Parish Council meeting on 22.01.2004 we were given permission to go ahead with our project and install equipment into the area. This is excellent news for us and again shows the support that the Parish Council has in our project and us.

This was due in part to Simon Thomas, the owner of the field attending the meeting and stating that it was his family that originally owned the land and had either given or sold it to 'The Council' many years ago but it was his family's wishes that a play area be created and used as such. No documentation could still be found to substantiate this but as there had been no known objections to the land being used as such, the equipment being installed with the original committee, no known owner had lodged any objection to the work recently carried out, i.e. the new fence and the maintenance that had been done, Kempston Rural Parish Council were satisfied that they could obtain the relevant documentation to be owners.

Next Meeting is Thursday 26th February 2004, 7.30pm at Church End.
Any issues that need to be raised please contact Debbie or meet at the Cross Keys 7.15.

Action: All

Constitution and Charitable Status

The question of Kempston Rural Playspace being registered as a Charity at this stage was ruled out. It was hoped that by becoming a Charity, in the short term would avoid us paying VAT on equipment but after some research this is not the case. Whilst there may be advantages at a later stage, more opportunities for funding are open to us it was agreed that this should again be considered when the project as it stands is completed.

The constitution should as soon as possible be upgraded in any case, in order to be prepared for this event.

Action: Any volunteers to assist Debbie in upgrading the constitution?

Maintenance of Playspace

No new issues were raised from the inspections.

As we now have permission to install equipment, and following the report requested by The Parish Council it was decided to remove the pole in the centre and the climbing frame at the same time work commenced on the installation of the first piece of equipment, which would probably be the football / basketball area.

Darren maintained his commitment to being project manager in order to liaise direct with Playdale regarding the installation.

Debbie to contact Playdale for an up-to-date quote, as it is believed that some of the prices changed in September 2003.

Debbie to contact Matt Lawson to confirm that we can still use his equipment i.e. mini-diggers etc as we anticipate doing the preparation and removal work ourselves.

At the Parish Council Meeting Simon Thomas also verbally gave us permission to use his land to access the new gate in order to get equipment in and out of The Playspace and for disabled access. This has been requested in writing for future records. In exchange it was agreed that we would publish a notice stating that his land was private and not to be used for 'off road motorcycles' etc.

Action: Debbie to contact Playdale, Matt Lawson and send copy of Newsletter to Simon Thomas.

Newsletter

The second Newsletter had been printed and 500 copies provided free of charge by Richard and Hilary.

A **Big THANK YOU** for the time and effort made in producing such a professional newsletter.

It is hoped that they will all be delivered in the next week or so.

Winter Social Event

This was a well-attended evening and it was great to see so many people again. It was not a fundraising event, so it was nice and relaxing with no jobs to do and an excellent way to start the New Year.

Auction of Promises

No date was decided for this event until after the newsletter had been delivered to see what response and promises were offered. To be reviewed at the next meeting.

Any Other Business

It was agreed that we should hold an

Easter Event on Bank Holiday Monday 12th April 2004

To include the Bonnet Parade. The suggestion being that we make it a 'Fun Day' so if anyone has any suggestions for events or people that could attend: i.e. Bouncy Castle, Art and Craft stalls, jugglers, fire eating people, etc etc please contact Debbie, and volunteer to come onto the sub-committee along with Bev, Tanya, Phillippa and Debbie. If there were promises offered at this point it was suggested that the auction of promises could take place in the evening with the possibility of Dave's and Mark's Disco.

Jon said that we should also consider organising a 'Grand Raffle' to be drawn at Christmas. Petra had no objections to us holding this at the pub. This will be put on the agenda for the next meeting.

Date of Next Meeting

Thursday 4th March 2004

8.00pm

Cross Keys Public House



p.s. Hilary is 50 on the 2nd March - Happy Birthday!!!!

