Oldbury on Severn
Parish Council

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**NOTICE OF AN ORDINARY MEETING OF PLAYING FIELDS COMMITTEE**

I hereby give notice that an Ordinary Committee Meeting will be held on **Tuesday 18th October 2022 at 7.30pm at The Pavilion, Westmarsh Lane, Oldbury on Severn, BS35 1QD**

**Agenda**

1. To accept apologies for absence

2. To receive declarations of interest on items in the agenda

3. Approval of minutes of the previous meeting held on 21/06/2022 (paper 1)

4. To receive the PFC Working Party notes from 11/10/2022 (paper 2)

5. Public Forum

6. Chairman's Report

7. To receive an update from the Chairman on the following projects:
a) Tarmacking a path to the pavilion entrance
b) Sky lights insulation and covering once the new window is installed
c) Repairs to guttering
d) The new entrance door into the pavilion
e) Proposal of removing the fence between the carpark
f) Any other works
g) Timeframes of completion for the listed projects

8. To decide on whether to support Cllr Keith Sullivan's suggestion of Oldbury on Severn Parish Council offering £20,000 to renovate the kitchen and toilet area of the pavilion

9. To discuss potential changes and ideas on how to improve and alter the kitchen and toilet area

10. Children's play area and equipment update;
a) To review ROSPA report and decide on actions (paper 3a)
b) To decide on who will complete the ROSPA inspection list and how often (paper 3b)

11. Financial summary (paper 4)

12. To approve draft PFC budget 2023 – 2024 (paper 5)

13. Notes from the meeting held regarding the cricket club lease and Busy Bee's hire (paper 6)

14. To recommend an amount to charge hirers of the Playing Fields. IK proposes £500.00 per hire for events.

15. Football field update

16. Grass cutting update

17. Cricket Club update

18. Fixed assets list

19. PFC risk reduction checklist; to receive report from Chris Fairhead and Mike Pheysey

20. Busy Bees update

21. Update on noticeboard

22. Pavilion heating

23. A.O.B.

24. Close of meeting

**Next meeting date: Tuesday 24th January 2023**

*Additional papers:*

Paper 1: Minutes 21/06/2022

Paper 2: PFC Working Party notes

Paper 3: ROSPA report

a) Inspection Report 01/07/2022

b) Inspection list

Paper 4: Financial Summary

Paper 5: Draft PFC budget 2023 – 2024

Paper 6: Cricket Club and Busy Bee's discussion on 30/09/2022