

**Peterston-super-Ely Community Council**  
***Cyngor Cymuned a Llanbedr-y-Fro***

**Minutes of the MUGA Sub Committee Meeting held at 7:30pm on Wednesday 28<sup>th</sup> July, 2021  
remotely on Zoom**

**Present:** Cllr D Field, Cllr K Hurley, Cllr J Drysdale, Mr C Finch, Mrs R Haves & Mrs L Finch (only present for Item 5 on the agenda).

**Also Present:** Tor Trundle (Clerk to the Council)

**1. Apologies**

Cllr Hurley apologised for poor connectivity and being unable to connect properly for some parts of the meeting.

**2. Review and approval of minutes from Sub-Committee Meeting on 24th November, 2020 and matters arising.**

The Clerk suggested that a Chair be elected for the Sub-Committee. Cllr Drysdale nominated Cllr Field and Rebecca Haves seconded. Chris Finch also nominated Cllr Drysdale but Cllr Drysdale felt that Cllr Field had greater knowledge in respect of historic MUGA points.

The minutes of the Sub-Committee meeting had previously been circulated by the Clerk and were accepted unanimously as a true and accurate record. It was proposed by Cllr Drysdale and Cllr Field that the minutes be accepted.

***Action: Cllr Field to hold Chair for the remainder of the Sub-Committee meeting and continue moving forward.***

**3. To discuss the signing of the Management Agreement and the possible assistance the Community Council can provide in identifying future trustees.**

Both Chris Finch and Rebecca Haves were satisfied with the content of the management agreement last circulated by Cllr Drysdale on 24<sup>th</sup> May, 2021. It was felt that it would be prudent to wait for more trustees to be enlisted prior to its signing. Chris Finch felt that it would also be beneficial for new trustees to review the document to ensure that they were satisfied with its content. However, Cllr Drysdale confirmed that it would make more sense to wait and see how it functions and then review after one year. A question was raised whether TaSC was in fact quorate at the current time and Rebecca Haves confirmed that Vanessa Adams had not officially stepped down as Trustee nor resigned as far as the Charity Commission was concerned.

Chris Finch confirmed that Vanessa Adams was still Chair of TaSC and he confirmed he would approach Vanessa and ask if she was prepared to step down as Chair. Once a new Chair was elected, the agreement could be signed. It was felt that as long as all current trustees were in agreement with the document that the Chair of TaSC could sign for all.

A number of new committee members had joined TaSC but were not trustees. Chris Finch confirmed that John Frost had joined as Treasurer and Jo Howells who would deal with Communications.

After a small discussion, it was decided that a call out would be made to attract new trustees to TaSC. Rebecca Haves would draft and the Clerk would place on social media and the website. Cllr Drysdale suggested the call out should include elements of the role and what

type of involvement would be expected to ensure that possible new trustees would not be discouraged.

**Action:** *Chris Finch to approach Vanessa Adams and determine if it would be appropriate for her to step down as Chair a new Chair elected. Management Agreement to be signed by new Chair. Rebecca Haves to draft call out for new trustees and Clerk to publish on Face book and Village website.*

#### **4. To review the maintenance schedule and determine way forward.**

The Clerk shared the maintenance schedule on screen. It was evident that the time scales were not practical and unachievable by the current number of TaSC volunteers. The Sub-Committee fully understood that the maintenance schedule needed to reflect what was practical. It was also felt that the schedule imposed by Notts Sports was for a structure that was used far more regularly and that the maintenance schedule would be adapted to align with use. It was also acknowledged that items such as weed and moss control needed to be added to the current schedule. Chris Finch confirmed that South Wales Sports Ground had confirmed that it was safe to use certain fungicides on the moss that was found on the carpet currently.

After a discussion, it was agreed that Rebecca Haves and Victoria Trundle would work on the schedule and this would then be circulated to the Sub-Committee for review.

**Action:** *Rebecca Haves and Clerk to discuss and review maintenance schedule and return to Sub-Committee with draft document.*

#### **5. To discuss Safeguarding & Well-being**

Lyn Finch joined the meeting and provided an update on Safe-guarding and Well-being. It was good to note there had been no concern raised since our last meeting. Lyn Finch confirmed the process that would be followed if any concerns were raised and that these would be sent to Tennis Wales. The reports were not sport specific and all matters would be sent to the same body. Lyn Finch pointed out that any matters raised were of a confidential nature and that she would only be able to discuss limited detail with the Sub-Committee. It was proposed that any new trustees would need an overview of Safeguarding and Well-being policies and Lyn Finch would be happy to provide. TaSC had undergone an audit recently and had also been provided with a new banner which was now erected at the MUGA – “If you see something, say something”, an initiative by LTA through Tennis Wales which it hoped would promote safe places to play.

Lyn Finch mentioned that the policies were on the Club Spark’s webpage and that she wished to place a link on the Peterston Super Ely village webpage which would direct users to the site. Cllr Drysdale mentioned that either he or the Clerk could help if required.

The Clerk and Lyn Finch had been communicating regarding signage to promote the position of the defibrillator at the village hall.

#### **6. AOB**

**Storage containers** – Cllr Field wondered if there was any merit in using shipping containers as an extension to the clubhouse. Rebecca Haves confirmed that storage needed to be improved in relation to the equipment stored for junior football and that she was currently sourcing quotes for different types of storage.

**Paving Slabs** -A quote had been previously sourced to pave an area around the MUGA to try and eradicate weeds from the area. Cllr Drysdale confirmed that the Sub-Committee

would review this and determine if funding this was something that would help with the weed control.

**Path Lighting** – Quotes had been sourced in respect of path lighting by Rebecca Haves. A discussion was held over the right type of lighting required in view of previous lights being stolen. It was agreed that Rebecca Haves and the Clerk would discuss when reviewing the maintenance schedule.

**Flood-lighting** – Cllr Field confirmed that he was liaising with Cllr Phillips to establish the requirements in relation to the floodlights at the MUGA and to ensure that any outstanding issues were resolved prior to the winter months when the lighting would be required. Chris Finch requested that Cllr Field provide power consumption data to enable accurate billing to users.

**Charging at the MUGA** – Rebecca Haves confirmed that booking charges would be re-started on 2<sup>nd</sup> August, 2021.

***Action: Community Council to discuss paving area surrounding the MUGA as per previous sourced quote. Clerk and Rebecca Haves to liaise in respect of path lighting. Cllr Field to liaise with Cllr Phillips regarding MUGA floodlights. Cllr Field to provide power consumption data to Chris Finch.***

There being no further business, the meeting closed at 8:45 pm

Chair \_\_\_\_\_

Date \_\_\_\_\_