

**Minutes of the Newton Popleford Playing Field Foundation (NPPFF)
(300848) Trustee Board AGM of Thursday 17th January 2019 held
in Harpford Hall at 7.00pm**

Draft – yet to be approved

Present:	Actions
<p>Cllrs: Jeffery (Chair), Burhop, Dalton, Downen, Kemp, Lipczynski, Ranger, Tillotson, Walker and Zirker. Clerk (as Secretary). 5 members of the public in attendance. Meeting commenced at 7.00pm.</p>	
<p>1. Apologies: - Cllr. Coppel.</p>	
<p>2. To consider, and if thought fit, approve the minutes of the AGM held 18/1/18: Approval proposed by Chair, seconded by Cllr. Tillotson. Resolved unanimously. Matters arising: Cllr. Burhop reiterated a view stated previously that the community halls and facilities in the parish should be working together collaboratively and cooperatively, and not in competition with one another. Agreed by all in attendance.</p>	
<p>3. Chair’s Report: Cllr. Jeffery, as Chair of the Parish Council, that body being the sole Management Trustee, gave her annual report to those in attendance. Cllr. Burhop thanked the Chair for her time, dedication and efforts on behalf of the Trustee Board. <i>Secretary: Please upload report to Parish Council website – NPPFF section.</i></p>	
<p>4. Secretary & Treasurer Report: Clerk, as Secretary, gave a brief report on activity during the last year and an overview of the present financial position in his role as Treasurer. Chair thanked Clerk for his efforts and diligence. <i>Secretary: Please upload report to Parish Council website – NPPFF section.</i></p>	
<p>5. Financial Report for year ending 31st March 2018: Cllr. Zirker, as outgoing Treasurer and Pavilion Manager, provided his report for the previous financial year. Cllr. Burhop thanked Cllr. Zirker for all of his efforts on behalf of the NPPFF and, in particular, for his sterling efforts to fundraise for the Pavilion refurbishment. <i>Secretary: Please upload report to Parish Council website – NPPFF section.</i></p>	
<p>6. Election of Officers: Cllr. Jeffery was proposed as Chair of the NPPFF by Cllr. Burhop, seconded by Cllr. Tillotson. No further nominations. Resolved 9/0/2 absten. Paul Hayward (Clerk) was proposed as Secretary to the NPPFF by Chair, seconded by Cllr. Burhop. No further nominations. Resolved unanimously. Paul Hayward (Clerk) was proposed as Treasurer to the NPPFF by Cllr. Walker, seconded by Cllr. Tillotson. No further nominations. Resolved 10/0/1 absten.</p>	
<p>7. To arrange date for next Annual General Meeting: It was felt that a date in mid-September 2019 would be preferable to allow the finalization of the 2018/19 accounts, and for said accounts to be audited as per TB resolution. A date of 19th September was proposed and agreed upon. <i>Secretary: Please make booking at Pavilion using online system.</i></p>	
<p>8. Any other business / Matters of Urgency: Next meeting of the Trustee Board was scheduled for the 12th February. Discussions regarding financial responsibility for the MUGA on NPPFF land. This matter was referred to the NPHPC Finance Committee as any financial decisions would originate therein.</p>	

9. Public Questions / Representations:

Councillors (as members of the Trustee Board) introduced themselves to the members of the public in attendance, as did the Clerk as Secretary/Treasurer.

Matters raised:

Additional grass cutting on football fields requested as surface difficult to play on.

Possibility of longer term agreements on hire to allow security of tenure and to enable grant funds to be un-locked for longer term site improvements.

Both Football and Cricket Clubs were keen to explore these options.

Female Changing Rooms might be required soon.

Confirmation that TV Monitor at the Pavilion was gifted by the Arts Society for use by any hall user without charge. No aerial connection so display monitor only.

Arts Society representative made generous offer to help fundraise for the DAAT Night Landing Site project.

Queries re: charging rates across the board. Some heritage rates are causing consternation.

Standalone website for the NPPFF / Pavilion was suggested.

(this matter to be taken forward with the TBM at a later date)

Continued uncertainty as to land ownership of the entire site. Secretary to continue investigations.

Cllr. Zirker raised possibility of Charity converting to a CIC at some point in the future.

Closure – With no further business to consider, the meeting concluded at 8.00pm

Chairman

Date

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