

**Minutes of the Newton Poppleford Playing Field Foundation (NPPFF)
(300848) Trustee Board Meeting (TBM) held at 7.30pm on Tuesday, 18th April 2023 at
The Pavilion, Back Lane, Newton Poppleford.**

<p>Present: Cllrs Burhop (Chair), Hughes, Carpenter, Lipczynski, Tillotson, Tribble and Walker Jacqui Baldwin (Secretary) David Zirker (Treasurer) There were no members of the public in attendance. Chair opened the meeting and outlined the fire regulations and evacuation procedures.</p>	Actions
<p>1. Apologies: Apologies for absence received from Cllrs. Dalton and Chapman were noted and approved.</p>	
<p>2. To receive declarations of interest from members of the Trustee Board: All Trustee Board members present declared interests as serving Councillors of Newton Poppleford and Harford Parish Council, the sole management trustee of the NPPFF. Cllrs. Tillotson and Tribble declared interests as part of an organisation (Community Café) that hires the Pavilion.</p>	
<p>3. Minutes: of the meeting held on 20th March 2023 were reviewed.</p> <p>Approval of the minutes was proposed by Cllr. Tillotson, seconded by Cllr. Walker. Resolved unanimously. The minutes were signed as a fair record of proceedings.</p> <p>Matters Arising:</p> <ul style="list-style-type: none"> a) Cllr. Tribble is awaiting a response from the Sidmouth Junior Vikings organiser about a date for a meeting together with an update on the storage area clean-up. b) Kitchen deep clean has not yet taken place. Carry forward to next meeting. c) Parish Maintenance Contractor has carried out repairs to the manhole covers outside the Pavilion entrance. 	Sec
<p>4. Tennis Club Licence Agreement: Chair confirmed that the Tennis Club have approved the draft Agreement. Chair and Secretary to finalise document for signature.</p>	Chair/Sec
<p>5. Report from the Management Committee: In the absence of Cllr. Dalton, Cllr. Tillotson gave an update on Coronation events.</p>	
<p>6. Matters pertaining to Pavilion and Field maintenance and repair:</p> <ul style="list-style-type: none"> i) Changing Rooms Redecoration has been carried out. ii) Car Park Quotations to be obtained. iii) CCTV A quotation for the installation of CCTV to cover the MUGA was circulated prior to the meeting. It was requested that this work be carried out as soon as possible to deter any further vandalism. 	

community cinema/film club. This could be expanded to tie in with local food/wine suppliers. Management Committee will investigate costs.	MC
10. Matters considered as urgent by presiding Chair Chair noted that there seems to be an issue with the surface of the MUGA which has developed a 'kink'. Secretary to contact the contractor.	Sec
11. Date of next meeting Tuesday, 16 th May 2023, 7.00pm at The Pavilion to be followed by the NPHPC Finance Committee.	
With no further business to conduct, the Chair closed the meeting at 8.45pm.	
Approved as a true reflection of the meeting Chair	
Date	

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