



Chideock Parish Council

## CLAPPS MEAD MANAGEMENT TEAM

### MEETING AT RIDWOOD ON 14<sup>TH</sup> AUGUST 2024 AT 10AM

### MINUTES

FROM: CLERK – Tan Cox  
EMAIL: [chideockparishcouncil@gmail.com](mailto:chideockparishcouncil@gmail.com)

To: ALL PARISH COUNCILLORS		
Chair: Cllr Richard Benjamin	Vice Chairman: Cllr Caroline Parkins	
Cllr Aiden Biggins	Cllr Paul Barnett	Cllr Christine Watson

Ref		Owner
	<b>Apologies:</b> Cllr Christine Watson	
	<b><u>PREAMBLE:</u></b> The Parish Council has formed a Management Team to oversee and maintain all aspects of the Clapps Mead playing field and recreation ground.	
1	<b><u>INSURANCE:</u></b> Discussion about the email received on 14 <sup>th</sup> August from Lyn Crisp. The Chair will reply separately.  The trampoline was covered and designated as 'out of use' on 3 <sup>rd</sup> August 2024. Cllr RB is continuing to pursue insurance cover for the trampoline.  <b><u>TRAMPOLINE</u></b> <b>Regarding Insurance Cover</b> <b>IT WAS RECOMMENDED</b> that the Clerk would ask Bridport Town Council if they could include our play equipment (including the trampoline) in their blanket insurance and recharge us. We would continue to be responsible for maintenance and inspections.	Clerk

Ref		Owner
	<b>Regarding the use of the Playing Field for Events</b>	

	<p><b>IT WAS RECOMMENDED</b> that FoCM shall remain an independent and separate community group for the foreseeing future. Should they require use of the playing field they will need to complete the Hire Agreement which requires them to provide their own insurance for events they choose to arrange. Evidence of such insurance must be sent to the Clerk 7 days prior to the event. Failure to do so will invalidate the Hire Agreement and the FoCM will not be able to use the field for the event.</p> <p><b>IT WAS RECOMMENDED</b> that FoCM will not be charged for the hire of the Playing Field for their annual events.</p> <p>The Hire Agreement can be obtained from the Clerk.</p> <p><b>Regarding the maintenance and repair of the Playing Field</b> Repairs and maintenance will be specified on the inspection reports received from the play area inspectors. Items that need attention will be risk assessed by the play area inspector and the Parish Council will decide what work should be done on the Clapps Mead Playing Field and will maintain its own schedule of work including priorities and will specify what materials should be used when carrying out repairs and/or replacements.</p> <p><b>IT WAS RECOMMENDED</b> that no repairs or works of any kind should be carried out unless authorised by the Parish Council Management Team.</p>	<p>Clerk to notify FoCM in writing mid September 2024</p>
2	<p><b><u>VISUAL INSPECTIONS AT CLAPPS MEAD:</u></b></p> <p>The Clerk has made enquiries regarding alternative play area inspectors and several quotes have been received.</p> <p><b>IT WAS RECOMMENDED</b> that the Management Team should seek alternative play area inspector(s). A one-off full inspection will be carried out in October 2024.</p> <p><b>IT WAS RECOMMENDED</b> that the Clerk would contact a recommended inspector from Milton Abbas Parish Council. Arrange a meeting with the new inspector and parish councillors Cllr RB / PB / AB. Councillors will advise the Clerk of a preferred date.</p> <p><b><u>PLAY EQUIPMENT</u></b></p> <p><b>IT WAS RECOMMENDED</b> that some of the play equipment in the Play Area is not appealing and should be replaced in due course.</p> <p><b><u>VOLUNTEER POLICY:</u></b></p> <p><b>IT WAS RECOMMENDED</b> that the Volunteer Policy will be adopted by the Parish Council on 24<sup>th</sup> September. Cllrs RB and AB with help from the Clerk will implement the policy.</p>	<p>Cllr RB</p> <p>Clerk</p> <p>Cllrs RB/AB &amp; Clerk</p>