



WALSHAM-LE-WILLOWS PLAY COUNCIL

**DRAFT MINUTES of Extraordinary General Meeting Tuesday 20th February, 2018.
Held at 7.30pm in the Priory Room**

PRESENT For Play Council, Quentin Cass, Pete Melvin; village residents, Emma Wade and Liam Nichol; Walsham Parish Councillors Maggie Barber, Richard Belson, Fred Bloomfield, Brian Kinnair, Trevor Roberts, Phyllis Lunken; Kevin Boardley **APOLOGIES** Parish Councillor Andrew Dunn.

1 Background

- Chair of Play Council, Quentin Cass appraised the meeting of the history and the current situation which is that the Play Council is currently without a functioning Executive Committee and that he was willing to stay on as Chair until May AGM for the sake of continuity.
- **QC** ran through the roles that need to be filled, namely, Chair, Vice Chair, Treasurer, Secretary and five others. He explained the respective responsibilities of the Parish Council as Tenant of the Play Area which is held on Trust for the Play Council (a registered charity). He explained the arrangements already agreed that Parish Council take over the direct financial responsibility for day to day running costs and maintenance from beginning of new financial year, instead of an annual grant to the Play Council, enabling a newly constituted Play Council to focus its objectives, agreed as providing play facilities, maintaining appointments to the Executive Committee, proposing ideas for development and identifying and pursuing sources of funding and putting these forward in order to engage the Community with the Play Area.
- **QC** explained that there was currently one Trustee registered with the Charity Commission who is willing to continue until a new Committee is appointed. **Cllr. Trevor Roberts** clarified that the Play Council Executive Committee are effectively the Trustees and that all must be registered with the Charity Commission as Trustees.

Questions and Discussion

There were questions about the commitment required of Play Council Committee members and generally about how to get parental engagement. **Cllr. Belson** helpfully clarified this, according to the Play Council Constitution, as a minimum of four meetings a year and an AGM in May, suggesting meetings focus on formulation of ideas based on initial assessment, fundraising from identified sources with clear proposals arising so that there is something with which to enthuse and engage the Community about the Play Area.

LN asked if there were any current plans. **QC** advised work has been done to identify areas of improvement but implementation required more people. Discussions with Mid Suffolk DC identified possible sources of funding which will require local community consultation.

QC clarified that there must be a consultation on any proposals (parents and children).

Cllr. Phyllis Lunken suggested that there needs to be something to cater for a younger age group and cited Wattisfield Play Area as a good example.

EW helpfully suggested that she might be able to engage the parents of some younger children through her involvement in the Parent and Toddler group.

QC noted that the Walsham Play Park offered a different play experience from more traditional facilities but agreed that there is a demand for more facilities for younger children.

2 Election of Committee

Given the current vacancies and pending the AGM in May, it was agreed by all at the meeting that the Executive Committee roles would temporarily be filled as follows:-

CHAIR - Quentin Cass (until the AGM in May when he has indicated he will step down).

VICE CHAIR - Liam Nichol will take on role as Vice Chair.

TREASURER Brian Kinnair on an interim basis until someone else can be recruited.

SECRETARY – Kevin Boardley until the AGM in May.

Of the five **OTHER EXECUTIVE COMMITTEE** positions, two were filled, one by Emma Wade and, as representative for the Parish Council, Cllr. Trevor Roberts.

3 Next Steps

- **ACTION KB:** Draft meeting minutes to be written up for inclusion in March Observer
- **QC** proposed another meeting of the Committee in March – see below
- **ACTION MB:** Ascertain contact at MSDC for help with fundraising ideas
- **ACTION QC:** Circulate previously compiled list of proposed development for discussion.
- **ACTION EW:** Will try to elicit ideas from her contacts through Parents and Toddlers and through school.
- **ACTION KB:** Book Priory Room for AGM
- **ACTION ALL:** Aim for something in the May edition of the Observer that outlines ideas and costs of new equipment, fundraising requirement, funding sources all of which may help to elicit interest in Committee roles for the AGM.

4 Dates of next meeting(s)

Committee meeting - 27th March, The Six Bells @ 7.30pm

AGM – 23rd May, Priory Room @ 7.30pm

Meeting Closed at 20:50