

Sparkwell Parish Hall and Playground Trust Management Committee Meeting- Minutes

Date: 28th April 2025

Venue: Sparkwell Parish Hall

Agenda Item	Description	Action by/who
1 and 2	<p>Welcome</p> <p>Present:</p> <p>Lynda Thorne Nigel Thorne Peter Tremaine Rebecca Tierney Jessica Collins Mark Vinall Peter Gold</p> <p>Apologies:</p> <p>Committee members only – No user groups.</p>	
3	<p>Open Forum</p> <p>None</p>	
4.	<p>Constitutional Matters</p> <p>There are no constitutional matters.</p>	
5		
6	<p>Financial Update</p> <p>See attached – End of financial year report.</p> <p>Committee discussed marketing for the halls free time Mon/Weds to the public. We agreed that we should follow through with this.</p> <p>POS leaflet for users of the hall – advertising for hall usage 10% code for leaflet holders.</p>	<p>Jessica to create poster.</p> <p>Peter Gold to show how to advertise on Facebook.</p> <p>PG & JC to liaise with leaflets</p>

7	Correspondence –	
8	User Groups	N/A
9	Matters Arising Hall Curtains Laurels Scrubbing Machine Parish Council Playground update Quotes for grant Solar Panels	<ul style="list-style-type: none"> - Successful erection of curtains - MV has cut down all the Laurels - Happy with floor cleaner - Parish council are happy to continue with meetings on Tuesdays and please for the usage. - LT has been researching quotes for playground repairs. 1st quote £6,857.28 Online playground. LT is having issues finding quotes for the Sovereign play are attending 1st M - There has been research into curb the edges of the carpark and scrap the carpark bed and apply agricultural bottom. 1st quote £8,420.00 + vat Ultim8 construction LT 2nd quote £9,935.00 + vat Kennfor Termacadam Ltd 3rd quote £9,355.74 + vat MAC Pla <p>We have agreed as a committee that if we are successful with receiving grant from Newnham Solar that we will go ahead with the company that carried out the path Ultim8 Construction Ltd for continuity and appreciate and are familiar with the companies work.</p> <p>Solar panels. RT and MV to speak Edwin about access to the solar panel app to get info on usage and where our solar energy is going.</p>

		<p>RT – Has contact to a person to come have a look at the solar system and give us an insight into what is going on.</p> <p>If this is unsuccessful MV & RT will go and see Edwin.</p>
10	<p>Matters Outstanding</p> <p>SATCO</p> <p>Letter to SATCO re paying monthly</p> <p>New hire charges</p> <p>Video Door Bell</p> <p>Blue Tokens Grant</p> <p>Safe key system</p> <p>Summer Fayre</p>	<p>SATCO - Following LT resignation as SATCO treasurer. We the committee need to make it clear that we retain signatory rights and control of all costs emanating from all monies from SATCO.</p> <p>Letter To SATCO – MV will meet with Phi regards to a more efficient monthly payment system. Cost saving for both committees. See attached Letter to SATCO.</p> <p>New hire Charges – See attached form. ↑</p> <p>Video Door Bell – Happy to progress video door bell- PG to source door camera.</p> <p>Blue Tokens Grant – LT sent in a grant to Tesco. Requested for £670 for toddler meal.</p> <p>Safe Key Systems – Happy to stay with the key code for access to the hall. Keypad system costs is £900.</p> <p>Summer Fayre – MV to talk to Tom about date for Summer Fayre.</p>

11	Any Other Business	None
	Next Meeting AGM - TBC	
	<p>These minutes will remain in draft until approved and signed at the next Committee Meeting.</p> <p>All present agree this is a true and accurate record</p> <p>Signed.....<i>M. VINALL</i>.....</p> <p>.....Chairperson</p> <p>Date.....<i>1/07/2025</i>.....</p>	