

MPC Recreation Field Meeting – July 2023

**MILLAND PARISH COUNCIL**

**Chairman:** Mrs Louise Myles  
**Clerk:** Miss Viki Williams  
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**MINUTES** of the Meeting of **Milland Recreation Ground**, Charity no. 1073462,  
 held on **12<sup>th</sup> July 2023**

*THE PARISH COUNCIL IS THE SOLE TRUSTEE FOR THE RECREATION GROUND*

**Present:** Mrs. L Myles (in the Chair), Mr. J Parker (JVP), Mrs. S Hoar (SH),

1. **Apologies:** Sir J Wigram (JW), Mr Nigel Oldham (NO), Mr A Farley
2. **Minutes of the Meeting – 17 May 2023** – Approval **proposed** Mrs. S Hoar and **seconded** Mr. J Parker
3. **Finance Report – V Williams**
  - a. **Payments for Approval**

creation Field - Statement of A/cs May 2023					
Charity number 1063462					
ought forward 12.07.23					
			£6,632.67		
<b>Previously Made</b>					
<b>Payments Made</b>	<b>Description</b>		<b>Net</b>	<b>VAT</b>	<b>Gross</b>
		<b>Total</b>			
<b>Received</b>					
<b>Payments Received</b>	<b>Description</b>				
Milland Parish Council	BC Grant Basketball		£650.00		
	<b>Total</b>		<b>£650.00</b>		
<b>for Approval</b>					
<b>Payments For Approval</b>	<b>Description</b>		<b>Net</b>	<b>VAT</b>	<b>Gross</b>
R Findlay	Maintenance May-June	OL97	£1,301.00	£0.00	£1,301.00
Playsafe	RoSPA Inspection	OL98	£96.00	£19.20	£115.20
	<b>Totals</b>		<b>£1,301.00</b>	<b>£0.00</b>	<b>£1,301.00</b>
<b>Total payments due</b>		<b>£1,301.00</b>			
<b>Estimated Balance after Payments</b>		<b>£5,331.67</b>			

These Payments were Approved.

**Action: Clerk**

4. **Royal Society for the Prevention of Accidents (RoSPA) Report** – see attached
  - The Clerk reported that the RoSPA report for the playground equipment had now been received – summary attached at the end of these minutes.
  - No serious issues had been reported and all the equipment scored low for risk apart from worn areas under the swings which was medium. Rob Findlay is already carrying out remedial works where necessary.
  - Sovereign Playgrounds have been contacted regarding the issues in regard to the new trim trail and are booked to carry out remedial works.
  - All points will be looked at during the Autumn review (Clerk, LM and Rob Findlay) to confirm completion.
5. **Request for use of field for mother and baby group**

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- The Clerk reported that she had received a request from a local mother and toddler group, to be allowed to use a small area of the field for three dates throughout the summer for an hour at a time.
- This was **AGREED**.

**Action: Clerk**

6. Date of next meeting – 13 September 2023– 6pm at Milland Memorial Hall

Chairman: ..... Date: .....

*These minutes are unconfirmed until signed by the Chairman.*

ROSPA INSPECTION - KEY POINTS – 2023			
ITEM	FINDINGS	SCORE	COMMENTS
<b>Toddler Play Area</b>			
Fence	Hard or sharp projections	5	Remove hard, pointed and sharp projections.
	Timber is decayed.	4	Replace affected parts
Gate	There is a crushing or shearing point on the side of the gate. Where the gaps reduce to less than 12 mm these have been known to cause serious, permanent injury to children, especially on the hinge side where the leverage forces are significant.  Mechanism needs adjustment.	8	Adjust gate / posts / fit new rubber buffer to ensure a spacing of at least 12 mm throughout the range of the gate to remove the entrapment. The 12 mm gap also should apply on the hinge side of the gate.  Adjust.
Seating	Risk as low as possible	3	No remedial tasks
Signage	Risk as low as possible		No remedial tasks
Balance Beam	Timber is decayed.	4	Check on a routine basis.
Rocker - Bird (Toddler Area)	Surface is wearing.	3	Repair
Rocker - Bird (Toddler Area)	Protruding handles / foot rests.  Surface is wearing.	3	The unit was installed prior to the publication of the current standards. There is no requirement to make retrospective changes.  Monitor.
Rotator - Small	Surface is wearing.	4	Repair
Multiplay - Toddler	Timber is decayed.	4	Replace affected parts.
<b>Open Field</b>			
Climber - Frame - Igloo	Surface is wearing.	4	Repair
Combination Basketball Post & Hotshot Wall	Fixtures loose or missing.	4	Replace
	The surface is cracking.	3	Monitor
Suspended Balance Beam - Junior	There is considerable wear to the chains.	5	Replace the worn chains or links.
	Surface is wearing.	4	Consider adding grass matting to prevent wear.
	Bars loose.	4	Tighten
	There are natural splits / shakes in the timbers.	4	Monitor and sand back any splintered edges as required.

ROSPA INSPECTION - KEY POINTS – 2023			
ITEM	FINDINGS	SCORE	COMMENTS
	The free space and / or falling space contains obstacles or equipment parts that are not permitted.	4	Monitor
Swing - Mixed - 2 Bay 2 Junior 2 Toddler Seat	Some chain wear.	3	Monitor for further deterioration and replace before 40% wear
	Worn ground areas	12	Make good. Well maintained grass is suitable up to a free height of fall of 1.5m. Consider installing grass mats.
Older Children Area			
Trim Trail	Cap missing.	3	Replace.
	Ground erosion present.	4	Consider adding grass matting to prevent wear.
	There are natural splits / shakes in the timbers.	4	Monitor and sand back any splintered edges as required.
	There is a head entrapment.	4	Refer to manufacturer for comment.
Goal Post - Football - Full Size	Item is damaged.	3	Monitor.
	Fixtures loose or missing.	3	Replace.
	Worn ground areas.	4	Make good.
Multiplay	Insufficient protective surfacing extent has been provided.	6	This is a newly installed unit. The free height of fall for the overhead bars requires a greater extent of impact attenuating surface - refer to installer.
	Surface is compacted or displaced.	4	Rake and fork over and top up as required to maintain minimum depth (usually 300 mm).
	Fixtures loose or missing. Panel loose.	5	Tighten
	Timber is decayed.	4	Replace affected parts