

MEETING OF THE POPLARS SPORTS GROUND COMMITTEE

Monday 4th December 2023 at 7pm

The Clubhouse, Poplars Sports Ground, Station Road

Present: Cllrs T Hazard (Chair) G Hadjigeorgiou, J Johnson, L King, R Rolls and D Yates.

In Attendance: J Sherrin (Clerk) and D List (Grounds & Amenities Manager)

DRAFT MINUTES

POP/554 **Apologies for absence** - Cllr Y Greenfield

POP/555 **Council members' declarations of interest for items on the agenda** - Cllr Yates is a member of the Bowls Club.

POP/556 **Minutes of the meeting held on 30th October 2023** – Approved as a true record and signed by the Chair.

POP/557 **Fireworks Night** – Thanks was given to all who attended and helped before and during the event. Extremely well attended, with 1200+ spectators. Good atmosphere and very positive feedback on this year's display. Grounds set up worked very well with concessions in car park and ticket gates split, thanks extended to D List. J Sherrin to write and thank Galaxy for excellent display and to book in for Friday 1st November 2024. To request same again within £2k budget if possible. Nola, Post Office and Rhubarb's thanked in 'The Magazine' for selling pre-paid tickets. To also be sent individual thanks. Ticket prices to be reviewed for next year. Cllr Hadjigeorgiou to review costs of nearby displays for comparison. Purchase of lager quantities to be reduced by approx. 50% next year as used around half of purchases. (Sell by dates June/July 2024). To confirm exact figures at upcoming stock take. Mulled wine sold well, quantities purchased accurate. Cllr Hadjigeorgiou suggested 'Poplars Open Day' in the summer to help sell excess lager. Idea be reviewed at next meeting. Adjustment to FB communications regarding parking next year. To allocate more disabled parking. Use same First Aid providers next year. More security for perimeter fencing needed and possibly larger signage for pre-paid tickets and better lighting in that area and for sweet stall. More ground guards needed. Build on existing supply each year. Wi-fi booster needed for bar. Experienced bar staff only to work bar next year. State reason for no sparklers on tickets (sports ground – safety). Consider getting concession selling battery operated light toys back next year instead. Hand stamp needed for those wishing to exit and re-enter ground. Financial analysis circulated by J Sherrin and reviewed. Surplus made £2,418.

POP/558 **Club Updates:**

- i. **BJFC** – Finalisation of Partnership Agreement. Section regarding third party food providers reviewed. Charge of £20 unanimously agreed. To emphasise the need for BJFC to liaise with D List to approve. Will need to be on hard surface (car park) and close liaison will be required regarding cancellations due to weather etc. which may be last minute. Agreed to continue to run pavilion tea bar in parallel and make an assessment of impact. D List reported that BJFC wish to use the 3G more throughout the week in the summer months (at a reduced rate). May effect Friday night opening.

- ii. **Bowls Club** – Request to install 2 posts for additional external lighting on Bowls Pavilion considered and approved. The Club is reviewing both solar and mains options. D List to advise that if mains supply, must use our approved electrician for installation. Separate metering in the Pavilion, so any additional costs will be borne by the Club. Bowls Club will finance installation entirely.
- iii. **Archery** – No change
- iv. **Pétanque** – Conifers purchased for wind barrier. Club doing well.
- v. **Slimming World** – Extended booking times at this time of year.
- vi. **Bridge** – All ok
- vii. **Yoga** – Reduced booking time.
- viii. **Cricket** – Bill query re materials to be followed up.
- ix. **Independent Clubs using 3G** – D List to give Cllr Hadjigeorgiou available dates to publicise.

POP/559

Clubhouse Bar

- i. No quote for decoration received to date
- ii. Post-Fireworks Night stock take – Cllr Johnson to do stock take with D List Thursday 7th December 9:30am.
- iii. Coffee pod machine purchased considered. Agreed to purchase 2 machines at approx. £50 each with universal pods. Cllrs G Hadjigeorgiou and R Rolls to volunteer for first Saturdays and Sundays to get set up and running and ensure they are working ok. To be run in parallel with existing (kettle) coffee supplies to provide choice for visitors. Pod coffee to be charged at a higher rate. To begin using it in January 2024. Cllr Hadjigeorgiou to forward details to J Sherrin to organise purchase.

POP/560

Storage – Update on furniture removal to increase storage. Problems getting charities to come and collect. Cllrs Johnson and Hazard to ask refugee centre if they would like the sofas (which are fire safety compliant). If not, Cllr Hadjigeorgiou to post on Facebook.

POP/561

Other Maintenance and Repairs – None

POP/562

Budget Considerations for 2024-5 – J Sherrin had circulated relevant section of current budget and last year's budget considerations for review. Items to be consider in next years' budget:

- Emergency lighting upgrade inside Clubhouse and LED lighting in bar area. (Noted LED lighting budgeted for this current year). To consider both together. D List to get quote.
- Possible furniture replacement or refurbishment. G Hadjigeorgiou to explore costs for refurbishing tables and reupholstering chairs.
- Bowls Club have requested hard standing between clubhouse and bowls green to be tarmacked. D List to get quote.
- Casual Play area – project to be picked up next year.
- First Aid room. Agreed for any purchases needed to be made this year.

POP/563

Information Update – Health & Safety Policy review now with Finance & General Purpose Committee for review.

POP/564

Date of Next Meeting - Monday 29th January at 7pm

Meeting closed 8:05pm

Signed: _____
Chair of Poplars Sports Ground Committee

Date: _____