



HEMINGFORD ABBOTS PLAYING FIELD

AGENDA for the Administrative Trustees meeting

Monday 28th of April 2025
at Hemingford Abbots Village Hall, opening immediately following the Parish Council Meeting.

1. Apologies for Absence
2. Declarations of Interest
3. Open Forum
4. Proposal to approve the Minutes of the HAPF meeting held on the 27th January 2025.
5. Matters Arising / issues to report

6. Playing Field

6.1 **To report: HAPC resolved** to appoint Safeplay Playground Services Limited to carry out the repairs to the Wetpour surfaces and play equipment (as recommended in the Wicksteed Inspection. Report). The work was completed in early April and an invoice for £1080 exc. VAT has been received.

6.2 **To report:** the benches in the play area (and other areas of the village) have been stained by Dave Cook. One of the benches in the playing field has rotted away at the base and is in a dangerous condition. The bench has been marked as unsafe to use by the public. MW has put out a search for the family who donated the bench to the Playing Field to explain the situation.

6.3 **Proposal** that HAPF/HAPC replaces the bench with a new bench and to agree the style, materials and budget. The Clerk will then search for replacement bench and place the order.

- 6.4 To report: Regular Inspections of the Playing Field-
Mr. Martin continues to support HAPF and HAPC with his regular monthly safety checks of the Playing Field.
- 6.5 Proposal to follow up with the organisers of the Flower Festival in May – It was agreed that dogs would be allowed on the playing field subject to the agreed terms below. Also, a full risk assessment was to be carried out for insurance purposes:
- i) Owners are asked to keep dogs on leads at all times and to clear up after their dogs (with the poo bags provided);
 - ii) Temporary dog waste bins provided by the FF organisers and placed around the perimeter of the playing field. The FF organisers will arrange for the removal of the waste bins at the end of the FF weekend;
 - iii) The play equipment area is fenced off from dogs.
 - iv) Someone is appointed to inspect the field after the event to ensure it is clean for children.
- 6.6 Consider a request from the organisers of the Flower Festival for the grass to be cut and the hedges trimmed (if needed), and for a general tidy-up of the entrances to the field.
7. Closure of the Meeting
8. Date of Next Meeting – Monday 28th July 2025.