**Bishopton Parish Council**

**Draft Minutes of the Inaugural Bishopton Playground Association Annual General Meeting held on Wednesday, 11th July at 7:30pm in The Blue Bell Public House, Bishopton Village**

**Present:** N’ Melaney, S. Harker, S. Pilkington, P. Slater, L Foggett

#  Apologies for AAbsence: J. Kerry

1. **Founding Officers of the Bishopton Playground Association (BPA)**
	1. Sam Pilkington elected as Chair; proposed by Sam Pilkington, seconded by Sarah Harker.
	2. Peter Slater elected as Treasurer; proposed by Sarah Harker, seconded by Norman Melaney.
	3. Sarah Harker elected as Secretary; proposed by Les Foggett, seconded by Peter Slater.
	4. Ordinary members Norman Melaney, Les Foggett, Jayne Kerry, with Norman to take a lead role in funding applications, and Les to take lead role in liaison with Bishopton Parish Council. Additional Ordinary Members would be welcomed.
	5. It was agreed that it would be beneficial for there to be an advisory group consisting of young people resident in the Bishopton Village area. This is to be further explored at the next meeting.

# Constitution:

* 1. The Constitution for the BPA was proposed by Sam Pilkington and second by Sarah Harker. It was agreed pending some minor revisions and will be uploaded to the Bishopton Paresh Council Website along with the Minutes of this and future meetings.

# Bank Account:

* 1. A bank account for BPA is required; **ACTION** Peter Slater to investigate options for optimum bank account based on convenience and any community benefits offered.
	2. The account will require 3 signatories to be set up, 2 to sign any transactions. These will be the post holders of Chair, Treasurer and Secretary.
	3. Any funds currently held by Bishopton Parish Council which have been set aside for the Playground will be transferred once an account has been set up.

# Public Consultation re. Playground Equipment:

# Approximately 100 questionnaires were circulated in the week prior to this meeting, and to date xxx and have been completed by children in the community and returned to S Harker, the majority of these via J Kerry and by children aged 4-11. ACTION: S Harker to collate responses and produce some analysis for feedback at next meeting.

# The intelligence gained from the questionnaires will greatly inform the main grant application however further questionnaires and input can be added to this, ideally capturing the wishes of older children too.

# Maintenance:

# Currently the field is being cut every 2 weeks. This is to continue to be paid for by the Parish Council until further notice.

# Signage:

# Dogs: There are currently two A4 “No Dogs” signs in situ at present, which are just an image without any lettering. These are to be replaced with larger A3 sized signs with a “No Dogs” image plus lettering to strengthen the message. Action: Les Foggett to procure and fix in place

# Main Sign: A temporary sign is to be erected stating “Bishopton Playground plus “Bishopton Parish Council”. Action: Les Foggett to procure and fix in place.

# Longer term it was agreed that it would be appropriate to have a permanent sign designed by a local child via a competition; this will be launched in September.

# Publicity

# The regular Bishopton Parish Council ‘advert’ in the local Parish News booklet is to be amended to include an update regarding the playground, namely that the BPA” has been formed and that additional members would be welcomed. ACTION: Les Foggett.

# An email address specifically for the BPA is required. ACTION: Sarah Harker to set up new email account along the lines of Secretary.BPA@....

# Sam Pilkington proposed an opening event, and it was agreed that Saturday 7th September was the earliest date this could be held, allowing time for A5 publicity flyers to be distributed, the content of these to be agreed. ACTION: Sam Pilkington to explore options regarding how to shape the event.

# Access to the Playground site

# The site of the playground can now be accessed via the small gate

# Initial equipment using existing funds

# It was agreed that a set of three picnic benches and a single set of goal posts could potentially be purchased in the short term using playground funding currently held by Bishopton Parish Council (see 3.3). ACTION: Les Foggett to obtain quote for one set of goalposts, as a previous quote was for two. This and the cost of benches will then need to be proposed to the Parish Council before approval to proceed with any purchase.

The meeting closed at 8:30 pm.

Then next meeting will be held at 7:00 pm on Wednesday 7th August 2019 in the Conservatory room in the Blue Bell Public House.

Signed: Chairperson:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_