

<p style="text-align: center;"><b>ALBRIGHTON AND DONINGTON COUNCILS</b> <b>MINUTES OF PLAYScheme COMMITTEE</b> <b>Thursday 18<sup>th</sup> June 2015 at 4.30 pm in the Red House</b></p>
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Minutes of the Albrighton and Donington Parish Council's playscheme committee meeting held on Thursday 18<sup>th</sup> June 2015 at 4.30 pm in the Red House.

**PRESENT:** Cllrs. S Kirkland (Chair), D Beechey, S Pledger.

In attendance; M Ward, Clerk to Albrighton Parish Council.

**1. APOLOGIES:**

Cllrs. P Harrison (family commitments), J Hurlstone (holiday), D Williams (work commitments).

Each apology was accepted by the committee.

**2. MINUTES OF PREVIOUS MEETING:**

**Minutes of playscheme committee meeting 28<sup>th</sup> May 2015:**

Cllr. Kirkland proposed that the minutes were a true and accurate record which was seconded by Cllr. Pledger and agreed by the committee.

**3. MATTERS ARISING:**

Cllr. Kirkland stated that there were still tax problems for two former playleaders that dated back to 2013. She asked whether Cllrs. Beechey and Hurlstone would be prepared to go over the paperwork in order to see what else needed to be done, if anything. Cllr. Beechey said that he would be happy to look at the correspondence and do what he could to resolve the issues. Cllr. Kirkland said that there were also issues relating to personal documents that had been supplied by the two members of staff which needed returning.

**4. TO REVIEW THE STAFFING SITUATION, THE POSITION OF MANAGER AND DEPUTY MANAGER AND ANY FURTHER INITIATIVES THAT NEEDED TO BE TAKEN:**

Cllr. Kirkland outlined the staffing position which was problematic with various members unable to offer a full-time commitment. The staffing available for the first week of the playscheme was particularly difficult. The Clerk informed members that he was in correspondence with a secondary school teacher who could be added to the staffing if she was thought to be suitable. Cllr. Pledger agreed to visit local schools to see if any teaching assistants were available to work at the playscheme.

**5. TO REVIEW THE UPTAKE OF PLACES AND NUMBERS ENROLLED FOR THE PLAYScheme TO DATE:**

The Clerk reported that to date 12 children had been enrolled on the scheme and paid for. This was about the normal number for enrolment a month before the opening of the scheme.

**6. ANY FURTHER ADVERTISING THAT NEEDS TO BE COMPLETED:**

The committee agreed that the Clerk would order a banner from Telford Signs and the Cllr. Kirkland would order 500 leaflets for distribution.

**7. ANY OTHER BUSINESS:**

It was agreed that Charlotte Billingham would be interviewed by Cllrs. Pledger and Beechey at 4.30 on 25<sup>th</sup> June at the Red House.

Members also discussed a confidential item relating to future playscheme provision.

**8. DATE AND TIME OF NEXT MEETING:**

The next playscheme committee meeting would be held on Thursday 2<sup>nd</sup> July 2015 at 4.15 pm.

There being no further business the meeting close at 5.37 pm.

Signed.....Date.....  
Chair.