

STAPLEHURST PARISH COUNCIL

Committee, Group or Sub Group	
PLAY SCHEME 2020	
Meeting Date & Venue	
2 nd March 2020	
Report Author	
Mick Westwood, Parish Clerk	
Report	
Attendees Play Place (PP) – Rose Hennis (RH) SPC – Councillor Joan Buller (JB); Parish Clerk Mick Westwood (MW); Parish Support Officer Jean Terry (JT).	
Key points <ul style="list-style-type: none">• <u>Play Place Contacts</u> – RH remains the principal contact for administration questions. Karen White will again lead the scheme in Staplehurst.• <u>Venue</u> – Staplehurst School is to be asked for use of its facilities, preferably the Infant Hall.• <u>Dates</u> – Preferred dates are 27th July to 14th August inclusive. Monday 27th July will be an introductory morning, followed by 14 days for the activities.• <u>Session times</u> – Identical to 2019 times: after the introductory morning, the session times will be 9.00am to 12 noon (week one) and 9.00am to 3.00pm (weeks two and three). The days in weeks two and three will be split into two three-hour sessions, i.e. morning, afternoon or all-day options. An additional hour will be allowed at the end of the final session for Play Place staff to do a thorough clean of the premises.• <u>Price of Sessions</u> – In 2019 the scheme ran at a financial loss of almost £1,700, meaning SPC effectively subsidised each child session place by £2.22. Those present agreed to introduce a small increase to help contain the loss and to cover the end of scheme cleaning and a likely increase in the cost of venue hire. The price per child per session will increase by 50p to £6.00 (provided booking is made on or before 27th July); if booked thereafter or paid on the day the price will be £7.00. For the full days in weeks two and three the price will therefore be £12 (if booked before 27th July) or £14 if booked thereafter.• <u>Programme Content</u> – For children aged 4-11 years. Will again include a visit to Bio-Blitz (date subsequently confirmed as 6th August). There will be no awayday outing. Parish Office will send to RH e-mail addresses for the PCSO and Community Warden.• <u>Documentation</u> – RH will send the usual risk assessment and evidence of insurance cover. Risk assessment will take account of the setting. RH has dealt with comments made in 2019's inspection report by the Education People's Early Years and Childcare Service.• <u>Publicity</u> – Play Place will deliver 3,000 leaflets to the Parish Office by 16th May for distribution with SPC's annual report and to play groups, library and any other willing outlets. Posters will be distributed throughout the village. Information will be posted on the PC website and Facebook page. RH took note of the proposed date of the Picnic in the Park (7th June) and village fete (27th June).	
Date & Venue of next meeting	
t.b.c.	