

| <b>Vyner Park Charity</b><br><b>Minutes of Management Committee Meeting</b><br><b>Wednesday 4 November, 2015, 7.00, Nelson's</b><br><b>DRAFT</b> |   |   |
|--|---|---|
|  | <p><b>Present:</b> Cllr Robert Brotherton (RB)(Chair) Collette Ashby (CA), Cllr Bob Ryan (BR), Cllr Colin Heal (CH), Cllr Mrs Helen Handyside (HH), John Richardson (JR), Elizabeth Hilton (EH) Lynn Fahy (LF) and Kelly Dunn.</p> <p>The Secretary (Sec.) in attendance.<br/> Cllr Greg Anderson (Park Steward) (GA) in attendance.<br/> Debbie and Paul Lewney in attendance (DL)</p>   |   |
| <b>1.</b>  | <b>Apologies:</b> Jenny Volkers (JV), Elizabeth Hilton (EH), Cllr Mrs Suzanne Stanley(SS)   |   |
| <b>2.</b>  | <b>Public Questions:</b> None.  |   |
| <b>3.</b>  | <b>Minutes from previous meeting of the 8 September 2015</b> – These were agreed as a true record and signed by the Chairman.   |   |
| <b>4.</b>  | <p><b>Matters arising from previous minutes:</b></p> <ul style="list-style-type: none"> <li>i. <b>Repair of boxes around lights</b> – GA advised this was complete.</li> <li>ii. <b>Replacement of MUGA Light</b> – BR said bulb was broken so new one needs to be ordered. Tree surgeon bill to Sec for payment.</li> <li>iii. <b>Standards and Register of Interests</b> – CA and JV still to complete forms and can't vote on Committee until this is done.</li> <li>iv. <b>Putting VP minutes etc on website</b> (from 8/9/2015) - Sec advised this has been done also passwords shared with EH so she can also put information on site.</li> <li>v. <b>Development of 2016 programme for Vyner Park</b> – RB said Sec was working on this including events and inspections etc.</li> <li>vi. <b>Progress on NCC members small grant</b> (from 8/9/2015) – RB reported have made list of capital items required and is busy getting prices. Sec to send list to everyone.</li> <li>vii. <b>Branding</b> – progress update (from 8/9/2015) – need to put examples of branding suggestions on website and Pavilion noticeboard, advertise in Column – invite comments to Sec by email.</li> <li>viii. <b>Equipment from youth club at Lesbury</b> – CA had approached them but equipment had gone.</li> <li>ix. <b>Playground repair works, woodchips and signs/tape for Nelson's-</b> GA said Delivery expected any day. Chippings on order @ £30 tonne. CA said she'd send out Email for help with chipping spreading.<br/>GA said signs and tape are in hand.</li> <li>x. <b>Kids Charter</b> for the playground via school (from 8/9/2015) – for EH to progress.</li> <li>xi. <b>Disabled car parking</b> – GA said re-marking was in hand.</li> <li>xii. <b>Phil Barons's Registration</b> – CA to ask for copies of information.</li> <li>xiii. <b>Provision of carpet outside Nelson's</b> (from 8/9/2015) has been installed. Invoice needs to be addressed to PC.</li> <li>xiv. <b>Complaint from Kenmore Rd resident about VP shrubbery</b> going into gardens (from 8/9/2015) – RB had called in to discuss with resident. As a goodwill gesture, this is to be strimmed back.</li> <li>xv. <b>Willow tree leaning on above ground sewer pipe</b> – complaint had been received from resident and this had now been cleared by GA.</li> <li>xvi. <b>Donation tin for equipment</b> – This has been provided. Issue of booking raised. This could be by diary held by Nelson's, who need to know what activities are happening on site eg Trident football started 4/11/15) BR to speak to Trident.</li> <li>xvii. <b>Sport England</b> – RB has met with Sport England. Meeting was</li> </ul> | <p style="text-align: center;"><b>BR</b></p> <p style="text-align: center;"><b>SEC</b></p> <p style="text-align: center;"><b>SEC.</b></p> <p style="text-align: center;"><b>SEC.</b></p> <p style="text-align: center;"><b>EH</b></p> <p style="text-align: center;"><b>CA</b></p> <p style="text-align: center;"><b>EH</b></p> <p style="text-align: center;"><b>CA</b></p> <p style="text-align: center;"><b>DL</b></p> <p style="text-align: center;"><b>GA</b></p> <p style="text-align: center;"><b>BR</b></p> |

|            |   |                                   |
|------------|---|-----------------------------------|
|            | <p>positive but we need to wait for their response.</p> <p>xviii. <b>Grass cutting on 'Dog area'</b> – RB advised this is to be costed for inclusion on grass cutting contract 2016/17.</p> <p>xix. <b>Communications Plan</b> – for future meeting.</p> <p>xx. <b>Licence for alcohol/public entertainments</b> – RB advised this was work in progress.</p> <p>xxi. <b>VP/PC lease</b> – RB reported this was coming together.</p> <p>xxii. <b>Vyner Park Forward Plan</b> - RB advised this was still being developed so the figures being submitted to PC in November was indicative of what was being asked from the precept only . Suggested deciding/agreeing on 3 priorities for 2016/17.</p> <p>xxiii. <b>Sports Development Plan</b> – BR working on a plan for the next 10 months, basically what, where and when. Also has three priorities such as increase number of people using facility, increase number of sports at the facility.</p> | <p><b>RB</b></p> <p><b>BR</b></p> |
| <b>5.</b>  | <p><b>Agreement of 2016/17 precept request from Parish Council.</b><br/> Agreed that VP should have an initial income target of £1000.<br/> The need for a contingency was discussed and £1000 suggested which will have to be requested from the PC.<br/> Need to check what the School want as this could affect Budget – CA said access to the park, netball/tennis sessions, and casual use over spring/summer. Flexibility in case of bad weather to change bookings. Netball hoops need to be wheeled out on base – Agreed to give school key for store.<br/> BR said that he was waiting for response on funding request for basketball hoops and goal posts.</p>  | <b>RB</b>                         |
| <b>6.</b>  | <p><b>Proposal for Outside ' Gym' – HH.</b><br/> Outdoor gyms very popular and there are lots of different designs. HH said that she has found an example that provides 6 pieces of equipment, which would give a full body workout, for about £4000. Grants are available. Have also to think about maintenance costs and insurance etc.<br/> Could advertise idea to see what support it would get on website/Facebook/flyer via Nelsons.</p>   | <b>HH</b>                         |
| <b>7.</b>  | <p><b>Finance.</b><br/> HH circulated draft 6 month accounts and reported that VP was well within the projected budget for this year and it looks as though VP will be able to reduce request to PC for 2016/17. The £10,000 donation from Cllr Trevor Thorne NCC small grant has been enormously helpful in taking strain off budget for essential works.<br/> Electricity seems to be very expensive and hope to get a better deal on this. SEC has had offer from Brokers to help find better deal at no cost to VPC (to follow up). Need to know when elect contract ends.</p>  | <b>SEC.</b>                       |
| <b>8.</b>  | <p><b>Health and Safety.</b></p> <ol style="list-style-type: none"> <li>i. Leaf removal – brush needs to be purchased – agreed.</li> <li>ii. Discussed snow/ice/access. If bad, main gate to car park to be shut.</li> <li>iii. Risk Assessment needs to be reviewed by all.</li> <li>iv. Note that Sec is now in charge of fire safety.</li> </ol>   | <b>RB</b>                         |
| <b>9.</b>  | <p><b>Correspondence.</b><br/> Email from Mrs Peacock (previously circulated) suggesting community orchard. This was discussed. Committee liked the idea in principal. Trees could be put in Jubilee Garden, school might be interested in project. Could get local/traditional trees from Woodland Trust. RB to ask EH to speak to Mrs Peacock and ask for some more details of what she had in mind.</p>  | <b>RB/EH</b>                      |
| <b>10.</b> | <p><b>Urgent items.</b></p> <ol style="list-style-type: none"> <li>i. The Sec. advised that Chester Bears have resigned from their allotment - which consists of 6 raised beds - with immediate effect. To be advertised.</li> <li>ii. JR said that allotment holders would like a water pipe on site. Cost to investigated by JR.</li> </ol>   | <b>SEC.<br/>JR</b>                |

|            |   |                                      |
|------------|---|--------------------------------------|
|            | <p><b>iii.</b> Use of Nelsons after hours – RB outlined the need for a meeting with Nelsons to discuss the detail.</p>  | <b>LF RB</b>                         |
| <b>11.</b> | <p><b>Future meeting dates and venue.</b><br/> Dates to be circulated by Sec. Venue discussed and agreed to be at Nelsons.</p> <p>February 2016 – VPC Management Committee<br/> June 2016 – VPC AGM<br/> September 2016 - VPC Management Committee<br/> November 2016 - VPC Management Committee</p> <p>BR suggested an informal meeting to finalise plans for next year in January so that our plan could be presented to the PC wellahead of the January . This was agreed.</p> <p>Meeting finished at 20.45.</p> | <p><b>SEC</b></p> <p><b>SEC.</b></p> |