



6.	<p><b>Matters arising from previous minutes:</b></p> <p>i.Provision of carpet outside Nelson’s (from 8/9/2015) bill needed from Nelsons – LF said that this could be regarded as a donation to the VPC.NFA.</p> <p>ii.Kids Charter for the playground via school (from 8/9/2015) – kids rules already displayed on play area. NFA.</p> <p>iii.Cost of electricity – need to get better deal – Sec to explore if this is possible.</p> <p>iv.CommunityOrchard – The Cttee had liked suggestion made by a member of the public and offered a site at the west of VP. Unfortunately the member of the public felt this was contrary to what she was hoping to achieve ie making better use of the whole of the VP site so the matter had been closed. The Cttee felt this matter should be reviewed as there is plenty of space for an orchard whilst protecting existing natural grassed areas. The Committee does need costings but SSp suggested a possible grant scheme which has helped fund similar projects. It was also suggested that the Woodland Trust donate trees. Member of the public present referred to a successful community orchard in Manchester ‘Mosside Project’ and SSp mentioned the Jesmond Project. EH agreed to take matter up again with the resident who suggested the idea.</p> <p>v.Vacant Allotment – Sec advised all the allotments are now taken and paid for.</p> <p>vi.Proposal for Outside ‘Gym’ - Cllr Handyside was to have obtained more details on this and as no-one felt able to take on the lead on this matter, it was agreed to put the project to one side for the time being.</p> <p>vii. ‘Not for Profit’ Information for Nelsons – SSp to do.</p>	<p>Sec.</p> <p>Sec.</p> <p>EH</p> <p>SSp.</p>
7.	<p><b>Chairman’s report:</b>(Attached as page 6) The report provided by Cllr Brotherton was read out by SS. It was suggested that the background information provided in the report should be put on the VP website – Agreed.</p>	<p>Sec.</p>
8.	<p><b>Secretary’s Report:</b>(Attached as page 8) the Sec read her report.</p>	
9.	<p><b>Financial Report:</b>Cllr Handyside had prepared an income/expenditure document as Treasurer (Attached as page 9). It was noted that there was an increase in the bank balance held by VP and the precept request has dropped from £13,000 in year 1 to £8,800 in the current year. The Finance report was accepted.</p>	
10.	<p><b>Priorities for 2016-17:</b>Current key priorities are;</p> <ul style="list-style-type: none"> <li>• <b>Increase the number of people using the facilities</b></li> <li>• <b>Increase the amount of income generated</b></li> <li>• <b>Increase the number of community events</b></li> </ul> <p>It was felt that more promotion was needed and EH said she was happy to help. It was noted that Felton football club are interested in using the main field. Committee felt there was a need to particularly encourage residents in Swarland &amp;NotM to use VP as they have paid for the facilities through the Parish precept.</p> <p>SS said she had completed the hire agreement and will circulate it to the Cttee.</p> <p>It was noted that there was still confusion over what the charges are. Advance bookings incur a £2 booking fee at the time of booking, and the charges are as on the hire form. For casual use, a donation to the maintenance fund is invited. Details are given on a flier produced by Cllr Brotherton – SS will send a copy to the Cttee.</p> <p>It was suggested that to encourage use, all the courts, the MUGA and the bowling green could be left open 24/7. Sec to check with insurers over the implications of this.</p> <p>Decision on making changes on current charging regime to be decided at future meeting.</p> <p>Works that will be needed soon;</p> <ul style="list-style-type: none"> <li>• Repainting of the tennis courts.</li> </ul>	<p>SS</p> <p>SS</p> <p>Sec.</p>

	<ul style="list-style-type: none"> <li>• Bowling green will need attention.</li> <li>• Outside lights will have to be replaced.</li> </ul>	
11.	<p><b>Action plan update &amp; allocation of tasks:</b>(To be updated by Sec).</p> <p>i. Logo – EH said voting now completed and showed the selected new logo for VP. Sec to send EH list of logo needs. New dogs signs (3) needed with new logo. Nelsons – need a sign for the end of the pavilion facing car park. EH to get price by end of July.</p> <p>ii. Tennis competition – BR said he would try to organise a tennis competition on a ‘tie break’ basis. Also possible adult tennis open night.</p> <p>[20.20 CA left the meeting].</p> <p>iii. Site inspection has been done and allocation of work will be discussed at handover meeting on 18<sup>th</sup> July.</p> <p>iv. Safeguarding – Cttee felt it would be good practice for GA to register. SSp will email details to Sec of what GA needs to do.</p> <p>v. Lease between VP and PC – still in progress. Hope to resolve in next 3-4 weeks.</p> <p>vi. Sport England – Cllr Brotherton still dealing with this issue.</p> <p>vii. Capital works – Works started and some complete, still in progress.</p> <p>viii. Posts from MUGA – Cllr Brotherton though that Colin Heal might still have the posts from the MUGA which he had removed for painting – Sec to contact CH.</p>	<p>Sec.</p> <p>Sec.</p> <p>EH</p> <p>BR</p> <p>Sec.</p> <p>SSp</p> <p>GA</p> <p>Sec.</p>
12.	<p><b>Urgent Items/Any other business:</b></p> <p>i. <b>Fireworks Night 4<sup>th</sup> November 2016</b> - A meeting is needed in September to make necessary arrangements – discuss via email.</p> <p>ii. MUGA court surface needs brushing– GA to do.</p> <p>iii. Website needs updating. SS noted various items that were out of date. Sec to update Meeting minutes, EH volunteered to look at the rest.</p> <p>iv. Advertising VP at the show – could have a VP banner – EH to get cost.</p> <p>v. Next agenda – Forward plan and budget need to be agreed before PC November meeting. Also need to do review of Sport development plan.</p> <p>vi. Martin Lough explained he was an avid brewer and wanted to show people how to brew. If this is successful could set up a community brewery which has advantage of producing duty free beer. Would need small area, run as a non profit making club. Could he do this on VP premises.- Response from Cttee was not in the pavilion but possibly on site eg. in storage container. Asked Mr Lough to provide more detailed proposal. Sec to check covenant conditions.</p>	<p>Sec.</p> <p>GA</p> <p>Sec/EH</p> <p>EH</p> <p>Sec.</p> <p>Sec.</p>
11.	<p><b>Date of next meeting.</b> 14<sup>th</sup> September 2016 at 7.00pm at Nelson's.</p> <p>Meeting finished at 21.05</p>	

## THE VYNER PARK CHARITY.

2<sup>nd</sup> Annual Report 1<sup>st</sup> April 2015 – 31<sup>st</sup> March 2016

### Introduction

Vyner Park has been an important asset to our local area for many years. The Park as we know it today was originally developed by the Fountains Abbey Settlers Association (FASA), which was responsible for the pre-war development of Swarland Village / Settlement. In 1947 when the FASA was wound up, the Parish Council purchased Vyner Park on behalf of the community and it was subsequently managed by a sub-committee of the Parish Council.

In the late 1990's local people worked together to raise substantial funding with which to replace the existing bowling green, tennis courts and Pavilion with new state-of-the-art facilities, and establish a Charity, Swarland Sports and Recreation Club Ltd to manage them.

In addition in 2006 / 07 local parents came together to raise funds and construct the children's playground. Once this was complete, the remaining funds and management responsibility for the playground were passed to the Parish Council.

Swarland Sports and Recreation Club initially flourished but in recent years membership dwindled, and in September 2013 the club had to approach the Parish Council for financial support. However, following efforts to revive its fortunes, it was decided that the best option was for the management of the facilities to pass back to the Parish Council. In May 2014 the Parish Council set up the Vyner Park Charity to manage all of the facilities in Vyner Park under a single umbrella.

This report covers the period of from the 1 April 2015 until the 31<sup>st</sup> of March 2016.

### The Role of the Vyner Park Charity

The role of the Vyner Park Charity is to manage Vyner Park and the recreational facilities within it for the benefit of the community. Bringing the whole of Vyner Park together under one umbrella was seen as having a number of advantages, as the Parish Council already had the responsibility for wider park management, including the playground, grass cutting etc.

Although the Parish Council can raise funding from our council tax bills via the precept, the clear challenge was to generate some income and avoid reliance on the precept. Sustainability is a word that we often hear used, and for the sports facilities to be sustainable, we need people to use them and make some contribution towards meeting running costs.

The Parish Council has always met the basic cost of wider park management and it is envisaged that this will remain the case as we move forward.

The Parish Council has devolved the day to day management of Vyner Park and the facilities within it to the Vyner Park Charity Management Committee (VPCMC). This is made up of five Parish Councillors and up to four community representatives. The VPCMC meets regularly and minutes are placed on the Parish notice boards and on our website, [vynerpark.org.uk](http://vynerpark.org.uk). Our meetings are also open to the public.

### Thank you for your support.

As Chairman of the VPMC, I would like to thank all members of the Committee and our Secretary, who have all made great efforts over the last year to make things happen, often unseen behind the scenes.

Thank you also to all the wide spectrum of local volunteers and supporters that have made events like Swarland Fun Run, Swarland Show and the Annual Fireworks a great success. We had 25 volunteers in action on Bonfire Night and over 400 people attended. Particular thanks to Percy Wood Country Park for their generous sponsorship of last year's fireworks.

A special thank you to Phil Barron our Tennis Coach; children's tennis lessons have gone from strength to strength.

Also thanks to Swarland Bowls Club members for keeping it all going; we look forward to their numbers growing.

And last but not least, to Greg Anderson who has put in many hours of work over the last year keeping the playground and wider park area in good order.

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### **Reflections over the last year.**

The opening of Nelson's in early July brought a whole new focus to Vyner Park and has provided a real asset to our local area. Thanks to Nelson's crew for all their hard work. Around 20 people including families took advantage of our free subscription offer and we look forward to the sports facilities being used more this summer under the new voluntary donation system.

The other very important contribution this year was the generous funding provided from Trevor Thorne's Members' small grant fund. This has allowed us to tackle some key improvements that have been outstanding for some time.

Our thanks also go to Becky Bagnall, of the Shepherds Hut for all her efforts in establishing an alternative village shop [though sadly it wasn't sufficiently well-supported to be viable].

### **Financial Performance.**

The figures for Vyner Park are set out in Appendix 1.

The good news is that we have now got the backlog of grounds maintenance back to the point where normal day to day work will be able to keep on top of things.

### **Looking Forward**

"Sustainability" remains the long term aim for Vyner Park. The Vyner Park Charity's main aim over the next year will remain increasing the number of people using the facilities.

Robert Brotherton

Chairman  
Vyner Park Charity Management Committee

# **Vyner Park Charity Management Team AGM**

**13<sup>th</sup> July 2016**

## **Secretary's Report**

In addition to taking minutes and sending out agendas etc for the Management Committee, as Secretary in the past year, I have been busy behind the scenes.

One of the highest costs that the Vyner Park Charity potentially faces, is that of Business Rates. Fortunately, Charities are entitled to an 80% reduction in their business rates if they meet set criteria, and this has been applied for and granted by Northumberland County Council plus further discretionary relief of 20% until the end of March 2017. This has saved the Charity about £3500 per annum.

One of the biggest tasks for the Secretary this year, has been applying for a Premises licence which covers the selling of alcohol, and various entertainments. This means that instead of having to arrange and pay for a temporary event licence each time an event is held on site, this is now all in place. This saves organisers a lot of effort, and over a couple of years will save money. The VP Charity Management Committee is the licensee and will need to make sure that the conditions of the Premises Licence are complied with.

The Charity has a joint insurance Policy with the Parish Council to covers its responsibilities within Vyner Park. Last year I carried out a costing exercise consolidating two policies into one making a small saving of over 3 years. The new Insurers have been very helpful and have included insurance cover for the Park Steward, and for the Swarland Show, and selling alcohol, at no extra cost

Finally, various inspections need to be arranged in the Pavilion each year which are, Fire Alarm and electrical system checks, Fire Extinguisher checks, Playground Inspection, and the Annual Site Inspection. These have now all been completed for 2016/17, and any works that have been required are being attended to.

**Jan Anderson**  
**Secretary**  
**Vyner Park Charity**

Vyner Park Charity  
Income and Expenditure 1st April 2015 - 31st March 2016

	£	£	£	£
<b>Income</b>				
Tennis and Bowls	110.00			
Walking Football	20.00			
Nelsons - rent, licence	227.00			
Nelsons - utilities	2347.00			
Shepherds Hut - rent, licence	205.00			
Allotments	80.00			
Fireworks event	1567.69			
Contribution to excess on window repair	25.00			
power compensation	34.41			
Insurance claim	<u>249.33</u>			
		4865.43		
Outstanding debtors - Nelsons Annual Utilities Reconciliation		<u>1637.25</u>		
			£6,502.68	
<b>Expenditure</b>				
Insurance	1115.72			
Professional Fees	662.00			
Electricity	2550.98			
Water	444.96			
Plan of Vyner Park	49.00			
Mobile	19.15			
Website hosting	108.99			
Grasscutting/Landscaping	1624.22			
Play Area	1076.43			
Maintenance Contracts	405.40			
Keys	16.67			
Key reimbursement	120.00			
Repairs/Renewals Pavilion	1236.00			
Marketing	87.00			
Stationery	14.59			
VAT (to be reclaimed by PC)	<u>990.69</u>			
		10521.80		
Outstanding Creditors - Greg Anderson Park Steward		<u>600.00</u>		
			<u>£11,121.80</u>	
				-4619.12
Precept requested by Vyner Park Charity for 2015-16				<u>4619.12</u>
				<u>£0.00</u>
<b>"In kind" contribution</b>				
Secretarial time donated by Parish Council	1000.00			
Fireworks donated by Percy Wood	728.98			
MUGA vegetation	80.00			
Spraying of path edges	250.00			
Creating Dog friendly area	<u>300.00</u>			
		<u>£2,358.98</u>		
Bank balance as at 1st April 2015	£2,412.49			
Bank balance as at 31st March 2016	£3,257.65			
Cash held at 31st March 2016	£30.00			
Precept request by Vyner Park Charity for 2016-17	£8,800.00			