

Charity Registration No: 1163835

Vyner Park Charity
DRAFT 2 Minutes of the Management Committee
Thursday 19th September 2019 7.00pm, Nelson's

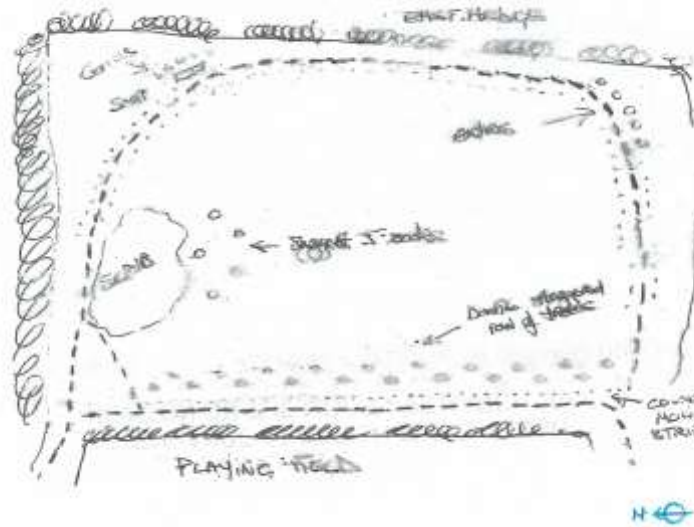
		ACTION
1.	Public Questions (5 mins): There were no public questions.	
2.	Present: Cllr Steve Woolfrey (SW) (Chairman), Cllr Andrew Ferguson (AF), Cllr Mrs Karen Howard-Row (KH-R) Andrew Hastie (AH), Alison Cowen (AC), Elliot Smith (ES). Kelly Dunn (KD) represented Nelson's. Jan Anderson (Sec) and Greg Anderson Park Steward (GA) were in attendance and Cllr Suzanne Stanley (SS).	
3.	Apologies: None.	
4.	Minutes of previous meeting AGM 12th June 2019: – These were agreed as a true record and signed.	
5.	Matters arising from Minutes of the previous meeting 12th June 2019: Ratification of decisions made at meeting 12th June 2019 as meeting was not quorate – It was agreed unanimously to ratify all the decision made at the previous meeting. 1 – <u>Update on enclosed dog training area requested by resident</u> – SW said that these works were completed with the help of Volunteers/Ctee members and GA. Since then area has been very successful and well used. Dog mess is being cleared up. 6e – <u>Water supply provision for alternative suppliers</u> (AF) – Still ongoing but not urgent. Remove from Agenda. 6g – <u>Application to Woodland Trust in 2019 for tree whips</u> (SS) – No need to order additional tree whips as already have whips ready to be planted. 6i – <u>Replacement of noticeboard outside VP pedestrian entrance.</u> (AF) – This has been completed with thanks to AF, AH and GA. 7c – <u>Kitchen & storage extension</u> (update from Nelson's) – KD said extension is on hold as Nelson's are hoping to do all the works at the same time, possibly at the end of 2019/early 2021. 7d – <u>Obstruction of Mereburn referral to NCC Flood Management update</u> (AF) – AF advised that this was no longer a problem and could be removed from the agenda. 7e – <u>Car Park – update on extension, improvement and bay marking</u> (AF). – See Urgent Items 13 below. 7f – <u>Tennis Courts cleaning & line painting update</u> – Cleaning and line painting completed but no further contact from Tennis Pro. 7g - <u>Items outstanding from annual site inspection</u> (Update from GA).	

	<p>vi – Blockstore to be painted and weatherproofed – It was agreed that dark grey paint was to be used.</p> <p>viii – Beading around external render needs attention – Not yet done.</p> <p>ix – Mesh fencing upright north of pavilion bent – Completed.</p> <p>x – Gaps in hedge & shrubs along main path & north side bowing green (SS).- To be done.</p> <p>xiii -Old sections of fence posts & wire in park to be removed (GA) – Most of south side done. Some to do yet on the east and west of the playing field.</p> <p>xix – Steps into play area to be uplifted and concreted (GA) – Completed.</p> <p>xx – Sunk flagstones to rear of pavilion – update on quotes (SS) Not done and not urgent.</p> <p>xxii – Offer to buy 20 chairs and disposal of foam cubes – Cubes disposed of and 8 chairs purchased. Remove from agenda.</p> <p>10a – Carving of Tree stump at pedestrian entrance to park – quotes update (JR). – AC said she’d talked to a local woodcarver. Tree is carvable. If VPC provide a design he will provide a quote. Arts Council are encouraging about the possibility of a grant. Agreed to get idea of what could be done for £1000. AC to do application for Grant. Once funding confirmed put item in Column.</p> <p>12b – Defibrillator – transfer of ownership to PC – update from Sec who said that costs now being paid for by PC. Any problems let Sec know. SW suggested that Sec contacts current guardians to advise of change and check they are still happy to continue. Sec said PC still needs to clarify with Stephen Carey Fund how scheme will operate eg. who will authorise and order spare parts. SS to give contact details to Sec.</p> <p>14 – Allotments – update from Sec. I Who said there had been no take up of Allotment 8 (the old school half plot) so this could now be reabsorbed into VP. Letter had gone to as requested to allotment holder of No3.</p>	<p>GA</p> <p>GA</p> <p>AC</p> <p>Sec.</p>
<p>6.</p>	<p>Feedback on Nelson’s review meeting – consideration and decision on any recommendations from Review meeting 11.9.2019 which had been circulated before the meeting. SW said the meeting had been held and the main issue was that there may need to be an extension of the licence agreement for longer than the normal 1 year for business reasons.</p> <p>RECOMMENDATION 1 - The Review panel had recommended That the licence be extended until the end of September 2020 with the proviso that there may need to be an earlier review to consider a longer licensing period - AGREED.</p> <p>RECOMMENDATION 2_- In paragraph 5, on line 6 [of the schedule 2 to the licence] replace ‘they’ with ‘Nelson’s’ - AGREED</p> <p>The charge made to Nelson’s for hire outside their normal hours was discussed and in view of current rent level, the following recommendation was made.</p> <p>RECOMMENDATION 3 - In paragraph 5, [of the schedule 2 to the licence] delete the last line after ‘will be waived’ – AGREED.</p> <p>RECOMMENDATION 4 – In Paragraph 23 [of the schedule 2 to the licence] add ‘and a Directors Report’ after ‘full business accounts’ – AGREED.</p>	<p>Sec.</p>

	<p>RECOMMENDATION 5 – That the rent for Nelson’s be kept at current level until next review meeting – AGREED.</p> <p>RECOMMENDATION 6 – That the VPC management team produce an article for the next Column (with approval of Nelson’s) covering benefits of having Nelson’s on site, their contribution to VPC, and benefits to the community – AGREED.</p>	SW
7.	<p>Financial Matters</p> <p>a. Financial Information (separately circulated) including estimates for 2020/21. b. Approval/Confirmation of cheques paid since last meeting & any additional payment needed. c. Any other financial related matters.</p> <p>AF said that a donation for Fireworks is still expected from Percy Wood., and £238 had been collected in donations by Nelsons for the use of courts etc. Sec to send info on firework expenditure to AF. Sec to chase up Aln Fire protection for inspection invoice. AF said that Park contingencies figure is likely to increase because of the wire repairs needed, but he expects a balance of £8775 at the end of financial year. With regard to estimates for 20/21, this will be brought to November meeting for discussion and confirmation in time. The ‘ask’ from the PC will need to be finalised at that meeting for submission to the PC on 27th November. AF and SW to discuss, and circulate figures to VPC by email. Grant in 2019/20 was £5500. Sec to agree with ASF how best to make sure he has all the information he needs regarding funds held by the PC.</p>	<p>Sec. Sec.</p> <p>AF/SW</p> <p>AF/Sec</p>
8.	<p>Outdoor Gym – Update from Sec. Discussion and decision on way forward. See item 13 below but works to car park have to take precedent.</p>	
9.	<p>Pavilion & Sports facilities</p> <p>a. Playground inspections – Inspection done by Playdale on 4th June and report circulated. GA said nothing major highlighted in report, only general wear and tear. Nothing needing urgent works. There is a panel on top of the big slide which needs replacing and would cost £200 from Playdale but GA could make and fit for approx. £40. A spend of upto £100 was agreed. AH offered to assist. Query about nips’ from rubber covering on swings – minor issue.</p>	GA
10.	<p>Firework display - Update on progress. SW said Fireworks ordered. Two planning meetings have been held and process going smoothly. Final planning meeting 22nd October.</p>	
11.	<p>Facebook/Website – Need for updating and adding information – Discussion and decision on way forward. Had a query on Facebook (see item 14c) complaining about outdated photo which had a ‘no dogs’ sign on the entrance gate to VP – now no longer readable or applicable! AC has updated photo. Complainant very happy with response. AC currently administering Facebook, Sec updates Website. After discussion agreed Sec to ask Swarland Show Facebook expert if she would take on updating, and if not put plea in Column as may be ideal for young person keen to improve CV.</p>	Sec.
12.	<p>Planting of new trees – Possible location of new copse - for discussion (SS). SS got advice from tree expert and suggests new copse would be too difficult to</p>	

plant and maintain given VP current resources. Instead, SS provided sketch plan of proposal using 30 tree whips SS has from Woodland Trust and other donated by local resident. Suggests 5 oaks in front of scrub patch (north of meadow), other trees in line avenue to east of football pitch, and make a path. Cornus behind bench in North west corner of site. Remaining trees in south east corner. SS will get local resident to cut area. Volunteers needed end October/November. SS will send dates round– works agreed.

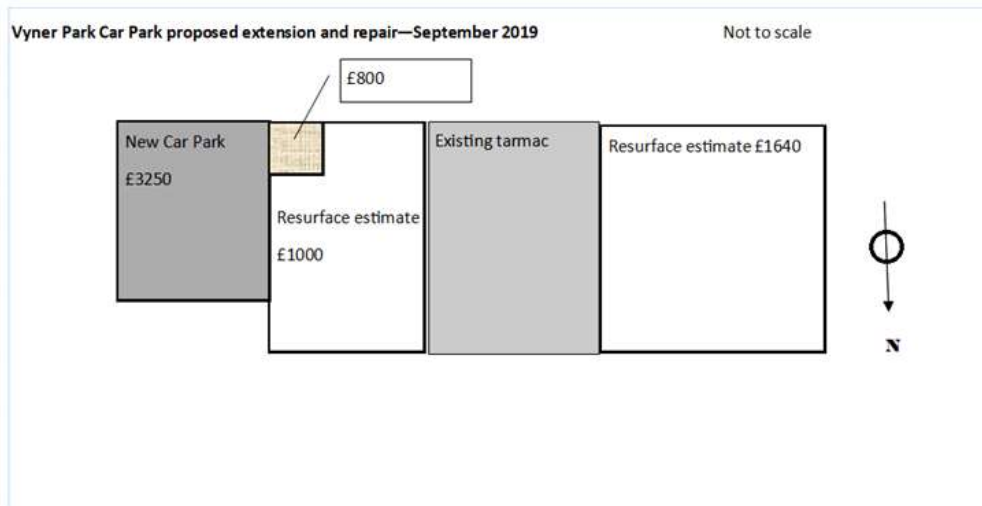
SS



13. Urgent items and any other business.

- a. GA said that wire netting around the MUGA needs repair – it was agreed that upto £200 could be spent on wire repair/replacement.
- b. Condition of Car Park (see below).

GA



AF said urgent need now to level car park as there is a very high step from existing tarmac to the two sides of the car park – also need to extend car park. He has tried to get four quotes and work could be done in phases. AF waiting for additional quotes. AF suggested asking Cllr Thorne if the £2K promised for the outdoor gym could be used for car park instead (could only be used for new

AF

Sec

	<p>part). Sec to ask Cllr Thorne. Sec suggested NCC Community Chest application needed by 18/10/2019. Upto £10K/75% total cost. Works to car park agreed in principle. To look at whether a temporary car park surface could be done – aiming to have works agreed before next meeting.</p> <p>Agreed to put warning sign up in car park in interim 'Uneven car park surface - park at own risk'.</p> <p>c. AF said that NW had looked at sewer running over VP and said that fat deposits are restricting sewer flow.</p>	<p>AF</p> <p>Sec</p>
14.	<p>Correspondence:</p> <p>a. Two letters of complaint from resident about maintenance of park, and spending of money on outdoor gym, carved tree stump and other items. SW has replied to both and also suggested complaint comes to a meeting.</p> <p>b. Letter from TV licencing – Sec has sent reply confirming no licence is required.</p> <p>c. Facebook comment about 'no dogs' sign on VP entrance gate – resolved.</p>	
16.	<p>Date of Next Meeting: Wednesday, 20th November 2019 at Nelson's.</p>	
	<p>Meeting finished at : 20.55</p>	

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