 **TRUSTEE’S MEETING**

**7.00 p.m. Tuesday 7th December 2021**

**via Zoom**

**M I N U T E S**

1. **Members attending via Zoom:** Julie Gavin (Chair), Stuart Lowerson, Caroline James, Chris Beer, John Forster, Helen Haran, Laura Clark, Mo Forster (minutes).

2. **Apologies in advance:** Barbara Williams, Sue Welch.

3. **Did not attend:** N/A.

4. **Minutes of previous meeting held on 2nd November 2021:** Agreed as a true and accurate record.

5. **Matters arising (not on main agenda):**

**a) Update on the email sent to fair organiser volunteers inviting their comments on the Autumn Fair:** A written response was received from Caroline and a verbal response from John. It was agreed that comments would be sought at the first Summer Fair 2022 organiser’s meeting.

**b) Brief feedback on Jumble Sale.** It was confirmed FACT did take two van loads of unsold items; however, they did decline items. As a result, there are items stored in both the lock up and the pavilion, including a bike, which need to be sorted. **(SL/CB/CJ/HH to action).**

6. **Finance Report:** Till the end of the Financial Year which is 31/11/2021. The Treasurer, Caroline James, previously distributed the account summary to all trustees. Details as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Overall balance** | **£21,034.45** |  |  |  |
| **Restricted Funds** | C/F | Spent | Balance |  |
| Work to Crawcrook Park – inc. Match fund + Co-op | £12,112.43 | £3,060.91 | £9,051.52 |  |
| Feasibility Study | £3,000.00 | £2,160.00 | £840.00 | Remainer from Feasibility Study |
| Lights (only Crawcrook) | £611.00 |  | £611.00 |  |
| Grants from Council (including LEAF fund) | £2,600.00 | £91.00 | £2,509.00 | Litter pickers, bins, pink spray, trolley, boxes paid |
|  |  |  | **£13,011.52** |  |
| **Unrestricted Funds** |  |  | **£8,022.93** |  |
| Final total from Fair | £2,556.95 | £661.51 | £1,895.44 |  |

|  |
| --- |
| **Donations to Festoons £100 each** |
| Thompson Plumbing | £100.00 |  |
| Property Rung | £100.00 |  |
| Ruby Electrics | £100.00 |  |
| Fox and Hounds | £100.00 |  |
| Barmoor Garage x 2 | £200.00 | £100 cash to Barmoor Hub for lights |
| Kevin Stokoe | £100.00 |  |
| E. Spoors | £100.00 | £800 raised. £400 still to bank |
| **NOT INCLUDED THIS YEAR** |  |  |
| Money raised from lights - Greenside | £25.10 | New financial year so not included |
| Money raised from lights - Crawcrook | £50.00 | New financial year so not included |
| Festoons | £200.00 | K. Stokoe, E. Spoors |
| A3 Laminated Pouches | £9.99 | New financial year so not included |

Comments received following the Treasure’s update:

* The sponsorship money from Stoneacre has not yet been received. This is to be followed up. **(JG to action).**
* Barmoor Hub have been given £100. It was agreed we can support the Hub, however, it is not the job of Our Villages to buy or put the lights up. It was pointed out that we have previously given money towards lights but that they were broken. A line will be drawn under this.

7. **Appointment of new Treasurer – update on email response(s) from members:** Mo reported the fact we, unfortunately, did not receive a response from anyone. Stuart did say he had approached Terry Docherty, of Brighten Ryton, who does their accounts and also the accounts of Stella Church but sadly Terry declined saying it would be too much for him to undertake. It was agreed we need to do a push on this in the new year and that it will be discussed at the next meeting.

8. **Review of activities:**

a) **Litter Picking:**

* **Possibility of Steve Hoggins overseeing the litter picking in Greenside:** Stuart informed the meeting that he had not seen Steve for a couple of weeks. Stuart did say new members Robert Dickie, and his wife, want to become involved. Robert has been supplied with equipment and Stuart will approach him to ask if he will oversee the litter picking in Greenside. **(SL to action).**
* **Possibility of engaging Diane Cadman to help with a one-off event:** Caroline informed the meeting that Diane has not been available, for a couple of personal reason, but she will make contact with her again. **(CJ to action).** It was suggested Anne Farrow/Café Church should be contacted to see if we can promote joint events. **(SL to action).**
* **Response to email asking if Greenside members are using their equipment:** Helen Parker will be contacted in order to arrange for the collection of the equipment she was provided with. **(SL to action).** Stuart informed the meeting that he has received further equipment from Gateshead Council.
* **A FB post asking for volunteer litter pickers to be posted on Greenside Residents FB page:** This will be actioned after Christmas. **(JG to action).**

**b) Gardening:** No update available at tonight’s meeting. Helen did inform the meeting that she has received daffodil bulbs from Pickle Palace and that she will drop them off with Judy. **(HH to action).**

9. **Strategic Priorities:**

**a) Engaging Greenside.** As mentioned at agenda item 8, it will be good to become involved with Café Church, that together bother organisations would make a good team and be a support to each other. Perhaps Anne Farrow would consider replacing the role Ruth Barker held for many years. Anne will be invited to the open meeting.

**b) Supporting local businesses.** A number of actions have taken place in recent weeks which are in keeping with this strategic priority:

* Local businesses are decorating their windows and will therefore be included in our Christmas Window Display competition.
* Sandwich Station is selling Judy’s Christmas novelty knitting/chocolate gifts.
* Shops continue with our collection tins; despite the hard year it has been.
* A post has been placed on Facebook thanking businesses for supporting Our Villages over recent weeks.
* Crawcrook Tandoori. Amazingly, they are suggesting holding a charity night for Our Villages. The proposed date is Monday 17th January 2022 at a cost of £25.00 per head for food plus the cost of drinks. Crawcrook Tandoori would take out the expenses of the evening, but **all** profits would be given to Our Villages. Everyone agreed this was fantastic.

10. **Crawcrook Park:**

**a) Up-date on asset transfer and the email to Zoe Sharratt, Gateshead Council.** A response has been received. Our concern about the drains is being investigated and we await to hear the response. It is to be noted there is someone interested in subletting part of the compound. No further action will be taken until the new year. This will be on the agenda for the meeting in January.

 **b) Masterplan:**

* **Up-date on taking away the shrubbery.** The masterplan is to be taken back to Graham McDarby to update; this will include the shrubbery. A meeting has been arranged to take place on Wednesday 5th January 2022, information to be circulated to trustees. **(HH to action).**
* **Email to trustees re next steps.** This has already been addressed.

**c) Up-date on Community Garden – Joint Group.** Chris informed the meeting that the first meeting has taken place. As yet, there is not a lot to report, however, it is off to a good start. A number of points are worth noting:

* Paddy has taken quite a bit on board.
* Bill Purvis from the school is very interested in becoming involved.
* The church is submitting a land requisition from the Council and they are paying for this, however, this could take up to six months.
* Ideas and funding etc were discussed and will be explored further. It was agreed Chris would be sent the contact details of Jen regarding ideas for accessibility. **(CJ to action).**
* A further meeting will be held in January 2022.

11. **Calendar of Events - Items listed for November/December:**

 **a) Christmas window display:**

* **Advertising post to be placed on relevant FB pages:** This has been completed.
* **Letter to be produced and handed to local businesses:** This has been completed.

It was agreed £30.00 would be allocated for prizes. There will be three prizes i.e., first, second and third. The judging team will consist of John, Chris and Mo and the judging will take place on Monday 20th December 2021. Stuart volunteered to take photographs. Separate arrangements to be organised. **(MF to action).**

**b) Summer Fair to be advertised in Council News.** In preparation for this, the Council Web Page is to be looked at. **(JG to action).**

**c) Tyne Valley Express:** It was agreed we need to reconsider our standard contribution.

12. **First Open Meeting:**

* **Invitation to Ian Stephenson, Gateshead Council.** Ian has not, as yet responded. A follow up email will be sent. **(HH to action).**

13. **Gateshead Climate Alliance:**

* **Update on meeting with TWiG:** A meeting has not yet taken place. The next meeting has been arranged for 17th January 2022, however, that date coincides with the Crawcrook Tandoori charity eventing. It was suggested we will look to join the February meeting. Laura was asked if she would be interested in attending this meeting too.

14. **Fundraising:**

**a) Taylor Wimpey update:** Helen informed the meeting that this organisation has spent all its money for this financial year, however, they said they would think of us for next year.

**b) Co-op Local Community Fund**: We await to hear the amount of our donation.

As an addition to this item, Chris suggested hiring Clara Vale Hall for a fundraising event. This would see people bringing their own food and drink, Our Villages could hire a band and provide a raffle with prizes.

15. **A.O.B.:**

* It was suggested, going forward, a sub group is formed for each of the calendar events as this would ensure all necessary actions are carried out.
* We still have a lovely hamper which could be raffled, it was suggested this could take place on the Crawcrook Tandoori charity evening on 17th January 2022.
* It was agreed Our Villages would arrange for a bouquet to be made and presented to volunteer member and former trustee Margaret Laraway on the evening of her 80th birthday celebration. **(MF to action).** It was further agreed each person attending the celebration would contribute to a joint birthday gift.
* With regards to the suggestion of a mural outside Stobos fruit shop and a one on the back of the DIY shop, it was agreed this would be discussed in the new year.
* Chris informed the meeting he has made a board for posters, he has 15 – 20 available which can be used/reused for a variety of events.
* Business photos on lampposts. The question was asked: can this be done in retrospect? **(CB to action).**

16. **Date and time of next meeting:** Tuesday 11th January 2022, 7.00 p.m. to be held in the upstairs Concert Room at Crawcrook Social Club. Club to be informed of change of date. **(MF to action).**