 **TRUSTEE’S MEETING**

**7.00 p.m. Tuesday 5th April 2022**

**held in the upstairs Concert Room, Crawcrook Social Club**

**M I N U T E S**

**1**. **Present**: John Forster, Chris Beer, John Neill (Chair), Barbara Williams, Caroline James, Laura Clark, Sue Welch, Stuart Lowerson, Mo Forster (minutes).

**2**. **Apologies in advance**: Helen Haran.

**3. Did not attend**: Derrick Marrs.

**4. Minutes of previous meeting held on 1st March 2022:** The minutes were agreed as a true record. To be uploaded onto the OV website. **(LC to action).**

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

**OV involvement with Durham Wildlife Trust (DWT):** Diane Cadman contacted DWT on behalf of OV but unfortunately there has not been an encouraging response, apparently, they have been extremely busy. DWT are involved in making improvements to Hill 60 and it was suggested it was worth recontacting them with a view to us supporting this project. **(BW to action).**

**6. Financial matters:**

**a) Finance report:** The Treasurer, Laura Clark, presented the report.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Park Income | Grant for plan | £3,000.00 |  | £3,000.00 |
|  | Match Fund | £6,000.00 |  | £6,000.00 |
|  | Co-op fund | £3,112.43 |  | £3,112.43 |
|  | Co-op fund | £3,677.71 |  | £3,677.71 |
|  | Suez | £5,000.00 |  | £5,000.00 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Overall balance** | **£28,726.65** |  |  |  |
| **Restricted Funds** | C/F | Spent | Balance |  |
| Work to Crawcrook Park – inc. Match fund + Co-op | £20,790.14 | £3,364.00 | £17,426.14 |  |
| Feasibility Study | £3,000.00 | £2,160.00 | £840.00 | Remainer from Feasibility Study |
| Lights | £2,331.10 | £31.16 | £2,299.94 | Includes refund from Barmoor Hub + curry night + £320 from tins paid in with puds. |
| Community Garden | £1,000 |  | £1,000 | Donation from AkzoNobel |
| Grants from Council | £2,600.00 | £91.00 | £2,509.00 | Litter pickers, bins, pink spray, trolley, boxes paid |
|  |  |  | **£24,075.08** |  |
| **Unrestricted Funds** |  |  | **£4,651.57** |  |

A query was raised in relation to the LEAF fund and to the equipment we could set against this. Laura agreed to review the situation and to advise. **(LC to action).**

**b) Update on grant applications:**

1. **Lottery Community Fund.**  Laura informed the meeting that we have been awarded £1,950.00 funding for the Jubilee Picnic. A discussion followed on how this money would be used for this event. Laura also pointed out that the Lottery Community Fund are keen for their branding to be on our posters etc.

2. **Community Garden Award.** This funding was applied for in February, Laura says she expects a decision early Summer.

**7. OV Charitable Object No. 1:**

**a) Supporting Local Businesses and Community Organisations:**

**1. Contact to be made with Shaun at The Lambs with a view to refreshing our leaflet:** John N confirmed he has been in contact with Shaun and that the leaflet will be updated.

**2. Promoting local businesses.** John N also confirmed he is speaking with local business, obtaining relevant information and promoting them on social media. This is ongoing.

**8. Review of activities:**

**a) Litter Picking:**

1. **Greenside equipment.** The equipment held by Helen Parker has now been returned, this will now go to Diane Cadman and will be used by Greenside members.
2. **Litter Picker Poster.** It was agreed to post this on Greenside Residents FB page in the hope of encouraging new volunteers. **(JN to action).**
3. **New Recruit.** Stuart informed the meeting that we have a new litter picker. His name is Tom Jamieson, he has all the equipment and he is looking after Sled Lane.

**b) Gardening: (SW)**

**1. Planting/maintenance of the Pinfold:** Sue informed the meeting that she and Judy will be taking over the Pinfold, that Maureen and John have now moved so will not be doing this in the future. Sue did say John is getting the plants and will plant them this Summer. A plea was made to lift primroses, prior to the Green Event on 23/04/2022, for the plant exchange.

**2.** **Advertising for volunteer gardeners on Facebook:** Members were asked to send any photos they have to John N which he could use in the advert. **(All to action).**

**9. Plan for Crawcrook Park:**

**a) An update was given, headlines included**:

* Plans of the park were shared, two areas of accessible play identified.
* Clearing will start in the next two-three weeks.
* A survey of the drains is taking place, Kevin Hills is getting back to Helen. Once this is done, we should be in a position to continue with the asset transfer.
* Helen did send out an email prior to this meeting, all members were asked to read this. **(Action all)**
* The project/business plan is to be shared with all trustees. **(MF to action).**
* As this is a huge project and thus agenda item, it was agreed a sub-committee should be formed and a chair appointed to it. Separate meetings would be held and the findings from these meetings will be reported back at the trustees’ meetings.

**b)** **Update on Community Garden:** It was agreed this agenda item would be separated from general park items.

**c)** **Provision of free boxing lessons at the pavilion:** A Greenside Business is keen to offer this opportunity, we will need to find out how much it will cost. **(JN to action).**

**10. Murals outside Stobos Fruit Shop and DIY shop:** Chris informed the meeting that the mural project is not going ahead with either of these two businesses. The possibility of a mural being painted on the wall of the pavilion is being explored.

**a) Contacting Ryton Comp’s Art Department:** Chris confirmed he has made contact but has not, as yet, had a response.

**b) Jubilee mural on the wall of the pavilion:**

**1. Do we need permission from the council?** Councillors Helen Haran and Kath McCartney will be asked this question. **(CB to action).**

**2. Seeking artist/discuss with schools:** Chris informed the meeting that the artist who painted Layla’s Christmas window display would be happy to do this. St Agnes and Emmaville schools have engaged with the completion. It was agreed winners would be announced at the Jubilee picnic and that prizes would be given for the winners (three from each school).

**11. Calendar of Events**:

**Events listed for March/April:**

**1) Easter Egg Hunt:** This is all in hand.

**2) Golf Day – 27th May 2022**: It was agreed we need to begin collecting the money. A few actions were also agreed: a further post will go out on social media; a trophy, plus prizes, need to be purchased. **(JN/CB to action).**

**3) Jubilee Picnic – 4th June 2022:** It was agreed the sub-group is taking this forward effectively.

* **Jubilee Bench.** An email is to be sent to Helen to obtain an update. **(MF to action).**

**4) Greenside’s Spring/Autumn Fair:**  Caroline confirmed the room is booked for 24/09/2022. The planning for this will take place after the Jubilee Picnic. Planning will include advertising for stall holders particularly craft stalls selling Christmas items, baking stall, hook-a-duck, tombola and that an invite is to be given to the school children to sing.

**5) Distribution of E-newsletter preparation:** This was completed and emailed to all OV members on 08/03/2022.

**6) Progress on ‘Green Day’ event – 23/04/2022:** There is a further zoom meeting taking place on 13/04/2022 with TWiG. Two banners are to be put up, one in Crawcrook and one outside Barmoor Hub. It is to be advertised on social media and posters are to be displayed around the area. Volunteers are needed for refreshments, to sell raffle tickets and to be available to inform visitors about the work of OV. TWiG is organising the tombola. The information boards need to be updated, Stuart to send photos to John N. **(CB/SL/JN to action).**

**7) Tyne Valley Express, deadline for next issue 29/04/2022:** It was agreed we are making the best use of the number of characters we have been allocated to advertise OV. The Green Day Event could be advertised on their FB page; however, we may need to seek their permission.

**8) Volunteer week in June:**

* **Submit application.** It was agreed we would leave this for this year as we may be at risk of overstretching ourselves.
* **Volunteers from Chris’ organisation to paint pavilion:** It was confirmed we can’t do this due to the fact the pavilion is not ours.

**9) Follow up to Open meeting on 04/04/22:** It was agreed the meeting went well, that it was great to see a few people there and that the discussions were good. From this meeting we recruited two further volunteers: Tom Jamieson and Grace Johnson. As mentioned, John is volunteering to litter pick in the Sled Lane area. Grace works for a sustainability charity and is also willing to help out, she would be especially helpful in our efforts to engage with schools. A general discussion followed, it was suggested we begin to think about the next open meeting, proposing it be scheduled for six months time i.e., October and to consider holding it in Greenside and to include DWT. It was also stated that we need to consider the AGM, although this can be done at a later date. At our next meeting we will consider who we should approach as a speaker for the AGM. **(MF to action).**

**12. Social Media:** John reported we are posting a lot more regularly, that the number of people following us has increased but that we still need more.

**13. Bowling Equipment from the pavilion:** The meeting was informed that someone from the Council will be collecting this.

**14. The Queen’s Jubilee, Commemorative Bench:** It was agreed this will not be taken forward.

**15. A.O.B**.: It was agreed that the minutes would be resent a week prior to meetings. **(MF to action).**

**16. Date and time of next meeting:**

Tuesday 3rd May 2022, 7.00 p.m. to be held in the upstairs concert room at Crawcrook Social Club.