 **TRUSTEE’S MEETING**

**2.00 p.m. Tuesday 27th July 2021**

**held in the Pavilion, Crawcrook Park**

**M I N U T E S**

1. **Present:**  Barbara Williams (Chair), Caroline James, Stuart Lowerson, Helen Haran, Mo Forster (minutes).

2. **Apologies in advance:** None.

3. **Did not attend:** Sue Welch, Helen Parker, Nick Worboys.

4. **Minutes of previous meeting held on 17th June 2021:** Agreed as a true record.

5. **Finance Report:** The Treasurer, Caroline James, gave the following update:

* £12,000, of which Graham McDarby will be applying for £3,000 (cost of the Masterplan).
* £1,488 has been received from the Co-op Community Fund. This money is ringfenced for Accessible Play Equipment in Crawcrook park.
* £1,500 from the Councillors fund. This money will be used to buy bins for the park.
* £230 received from the collection tins. This money will go towards the cost of the Christmas lights.
* £450 has been paid to the accountant.
* c£500 is due to be paid in October, this is for OV’s insurance.

6. **Crawcrook Park:**

a) **General update:**

A lengthy discussion took place regarding the two buildings (the pavilion and the depot), also the proposed costs which Gateshead council are wanting to charge Our Villages. These costs are for utilities, building insurance, statutory compliance/health & safety inspections. It became apparent that further explanations and clarification is required before we can proceed with the asset transfer. It was agreed:

* Zoe Sharratt is to be invited to a meeting to talk to us about the proposed

costs. Barbara will email the Council in relation to the cost implications and to seek clarification and will invite Zoe/Gary to a future meeting. **(BW to action).**

 b) **Masterplan:**

There was a great deal of positive feedback about the masterplan, albeit, it does require a few tweaks. It was confirmed the council do have a copy of the this. The aim is to get the new play equipment in by April 2022. There is work that can be undertaken now such as taking away the shrubbery. **(HH to follow up).** Helen H agreed to email the Trustees outlining the next steps. **(HH to action).**

c) **Arrange for a meeting to discuss Pavilion and Bowling Green:**

This was covered above, please refer to agenda item 6a.

d) **Community Garden – Steering Group:**

Barbara will contact the parish administrator, who is very keen on this project. We have been informed that Emmaville School are interested in becoming involved too, therefore, a representative from the school council should be invited to join the steering group. Suggestions were made to invite representatives from other community groups e.g., the Childminders. **(BW to action).**

e) **Places called home – Funding Opportunity:**

Helen H will look at funding opportunities to decide which one is best. **(HH to action).**

7. **Calendar of Events - Items listed for June:**

a) **Christmas Lights:**

We need to contact the schools in September in order to agree a suitable date. We should also contact Karen Maguire to see if she is organising anything that we could be involved with. Mo to add these actions to the Calendar of Events. **(MF to action).**

b) **Poppies:**

It was agreed we would not purchase the poppies this year, however, it was suggested we could have some form of cascade made from crocheted poppies and or banners. It was also suggested we make contact with Karen Maguire to see if she has any community initiatives planned for Remembrance. **(MF to action).**

 c) **Greenside Soldier:**

This is damaged, beyond repair. It would cost £150 for a new one, therefore, at this point in time, we are not planning to replace this.

8. **Date for AGM:**

It was agreed this will be held on Tuesday 14th September 2021 at 7.00 p.m. – 8.30 p.m. It was suggested holding the meeting upstairs in the Crawcrook Social Club as it is big enough to space people out, furthermore, the windows can be opened to allow for ventilation. The club is to be contacted to see if they can accommodate this. **(MF to action).**

A discussion took place as to who would be an appropriate/interesting Guest Speaker. It was agreed, in light of the Government’s new strategy to give communities a named police officer, that we contact the local community policing unit to invite someone along to discuss the changes in the new policy, to outline their priorities and to offer an opportunity for people attending the meeting to ask questions. **(MF to take this forward).**

9. **When to reinstate Open Meetings:**

It was agreed we would work out a programme for open meetings, but that we would do this after the A.G.M.

10. **Autumn Fair:**

A first meeting took place on Monday 26th July 2021. The date has been set for Saturday 2nd October 2021 between the hours of 11.00 a.m. and 3.00 p.m. Members who attended the meeting have action points to follow through. The next meeting of this group will take place on Monday 23rd August 2021.

11. **Gateshead Climate Alliance:**

 Nothing to report as no further meetings have taken place.

12. **Safeguarding Policy:**

This document was discussed, it was agreed a number of minor amendments are to be made. **(MF to action).**

13. **LEAF fund:**

Barbara has been contacted by the organisation; they have asked Barbara to provide some specific information. **(BW to follow up).**

14. **Fundraising ideas:**

 a) **Fundraising sub-group:**

It was agreed we would return to this in October 2021. This is to be added to the Calendar of Events. **(MF to action).**

 b) **Taylor Wimpey update:**

 The company are considering our application, we wait to hear.

 c) **Suez Landfill company update:**

 Mo to contact Helen H regarding this item. (**MF to action).**

d) **Charity Excellent Framework (CEF)**:

Mo informed the group that she has registered Our Villages with the CEF, however, further information is required as part of the registration process. Caroline agreed to have a look at this and asked that Mo send her a copy of the email outlining log on details etc. (**MF/CJ to action).**

 **e) Recyclogical Ltd Community Fund:**

This organisation is offering an opportunity to apply for funding and it was agreed we should make an application for funding to go towards the accessible play equipment for Crawcrook park. The application is to be made via email. Helen H to circulate the details. **(HH to action).** Mo agreed she would make the application. **(MF to action).**

15. **Suggested date for Jumble Sale – November at Barmoor:**

 Discussions took place, the following was agreed:

* The event will take place on Saturday 20th November 2021 commencing at 10.00 a.m. until 1.00 p.m.
* It will be held in Barmoor Hub. Caroline will contact the Hub to book the room. **(CJ to action).**
* A notice is to be posted on Facebook now, advertising the event and asking for donations of such things as clothes, bric-a-brac, household items etc with details of specific collection/drop off times to be announced with such wording as “watch this space”. Mo is to ask Julie if she will kindly post this in all the relevant places. **(MF to action).**

16. **A.O.B.:**

Nothing raised.

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

It was agreed we need to get back to a regular set schedule for the meetings e.g., every third Monday in the month. Trustees are to be contacted, via email, to ask if they would prefer a morning meeting starting at 10.00 a.m. or an evening meeting starting at 7.00 p.m. A cut off time for responses, either by email or text, will be 3rd August 2021. **(MF to action).**