

**TRUSTEES MEETING**

**11.30 a.m. on Wednesday 15th July 2020**

**via ZOOM**

**M I N U T E S**

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

**2. Apologies:** Nick Worboys, Sue Welch.

**3. Minutes of previous meeting held on 1st July 2020:** Accepted as an accurate record.

**4. Reason for holding the meeting digitally:** The decision was taken to hold the meeting digitally due to the current coronavirus pandemic and the social distancing regulations.

**5. Crawcrook Park:**

* **Up-date on masterplan:** Helen informed everyone that meetings with two separate architects have taken place up to now. The meeting which took place on 12th July 2020 was particularly promising, this was with NE40 Studio. They have promised to get back to us fairly quickly with draft plans.
* **Meetings with stakeholders:**
	+ Helen is attending a meeting at the council next week. This will include the other two councillors, the housing team and probably Kevin Hills. This meeting is to look at the two housing options and future proofing the park. Helen will feed back at a later date.
	+ An on-site meeting with all three councillors and some members of OV is to be arranged. Dates suggested 22nd, 23rd, 25th July 2020. **(BW to email invitation).**

The following items were deferred from the previous meeting (1st July 2020):

* + **Number of pieces of play equipment to be replaced and number of pieces which can be incorporated (HH)**. It was agreed, until we get a clearer picture of what is happening overall, we can do nothing further at this point.
	+ **Possible funding to cover costs of plans, asset transfer, play equipment etc (HH).** It was agreed, until we get a clearer picture of what is happening overall, we can do nothing further at this point.
	+ **Trees to be dug out.** Will this be done by the Council? (HH). It was agreed, until we get a clearer picture of what is happening overall, we can do nothing further at this point.
	+ **Sensory garden in the toddler play area, type, and plan (CJ).** It was agreed, until we get a clearer picture of what is happening overall, we can do nothing further at this point.
	+ **Up-date regarding donation and help from Adam Brown.** Barbara agreed to keep Adam up-dated on what is happening with the Park.

**6. Repositioning of the seat from Bradley Fell Road:** Barbara has contacted the council who said they will get back to her with the cost for removal and repositioning. If there is no response by next week, she will chase this up. Barbara has informed the landowner, also Hugh Kelly who the original complaint was made to. After a discussion on where the seat should go, it was agreed it would go on the Millennium Green, next to the other two benches and the sculpture.

**7. Finance Report:** The Treasurer, Caroline James, gave an up-date. Details as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| Finance Report |   |   |   |
| **Restricted Funds** | **Received** | **Spent** | **Balance** |
| Co-Op |  £ 5,709.00  |  £ 2,604.83  |  £ 3,104.17  |
| Work to Crawcrook Park - Match fund |  £ 5,709.00  |   |  £ 5,709.00  |
| Crawcrook Lights 2019 |  £ 1,493.00  |  £ 83.00  |  £ 1,410.00  |
| Greenside Lights 2019 |  £ 176.78  |   |  £ 176.78  |
| Land of Oak & Iron (£2k grant+£2k match) |  £ 4,000.00  |   |  £ 4,000.00  |
| Eventbrite |  £ 464.30  |  £ 464.30  |  £ -  |
| Lights - from last year. |   |  £ -  |  £ -  |
|   |   |   |  **£ 14,399.95**  |
|   |   |   |   |
| Unrestricted Funds  |  £ 18,796.05  |  £14,399.95  |  £ 4,396.10  |

**8. Up-date on annual report: (CJ).** This needs to be submitted by September. **(HH to circulate last year’s report).**

**9. Up-date on Gift Aid application:** The application has been successful; we can now claim gift aid. **(MF to design a donor form).**

**10. Land of Oak and Iron – potential sites for installation:** We are still awaiting confirmation of the council’s position. It was agreed Barbara would contact the OV members involved in this project to ask for their preference on an alternative location for installation, should this be necessary. **(BW to email)**

**11. Bins for Greenside Folly (CJ).** The council have said that the other bins are not used enough so it does not warrant a further bin in this area.

**12. Plans for re-introducing organised litter picks:** It was agreed that the organised litter picks do not work as well in Crawcrook as they do in Greenside. After much discussion it was agreed:

* **Crawcrook Litter Picks.** During lockdown we have given out a number of sets of litter pickers to individuals. This seems to be working very well, it seems people are happier to litter pick on an individual basis. It was agreed Stuart would take the lead and draw up a list/network of people who are willing to take responsibility for specific areas/streets. We would continue to support by way of supplying the equipment. **(SL to advertise on OV and Crawcrook Residents FB pages).**
* **Greenside.** There are three litter pick events throughout the year, all of which are extremely well supported. It was agreed, we will not restart until the number of people who can meet outside, with social distancing, is raised to 20.
* **General points.**
	+ Barbara confirmed she has ordered more equipment, which includes gloves.
	+ We will need to purchase Dettol sprays for the litter pickers (to be sprayed before and after use).
	+ We will need to buy hand sanitisers for people to use before, during and after events (**CJ to purchase).**

**13. A.O.B.**

* **Millennium Green Trust.** Ruth informed the meeting that the last bank statement, in 2016, shows there was a total of £974.00 in the account. She has received instructions from the bank on how to close the account and transfer the funds to Our Villages. **(MF to send Ruth details of the bank account).**
* **Fencing on Millennium Green.** Ruth reported this was damaged and, as a result, vehicles are parking on the Green. Helen suggested Ruth email her with the information and she will take it forward with the council **(RB to send email to HH).**
* **Broken Fences.** Sue has reported that the fence at the bottom of Westburn and at the bungalows on Main Street are damaged/falling down. **(Sue to inform Helen who will take this forward with the council).**
* **Fundraising:** Helen informed the group that an application has been submitted to the Co-op. If successful, this funding will be used for accessible play equipment for the park. Also, “Awards for all” are replacing income which has been lost due to coronavirus, we will make an application, to replace the money we would have made from the fair and the Christmas collection tins.
* **Bowling Green in Greenside.** Ruth asked if we can have an up-date, at the next meeting, on what is happening with this. Helen agreed to obtain the information **(HH to get up-date).**
* **Seat in the Park.** Caroline confirmed Ivan has been asked to give us a quote for this work, we await his response.

**14. Date and time of next meeting:** Wednesday 12th August 2020 at 11.30 a.m. via Zoom. Helen will invite Kevin Hills to take part in this meeting to talk to us about Crawcrook Park. **(HH to invite Kevin).**