 **TRUSTEE’S MEETING**

**held on Thursday 17th June 2021 at 12.30 p.m.**

**in Crawcrook Park**

**M I N U T E S**

**1. Present:** Barbara Williams (Chair), Stuart Lowerson, Jan Emerson, Caroline James, Sue Welch, Helen Parker, Mo Forster (minutes).

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

**3. Did not attend:** Nick Worboys.

**4. Minutes of previous meeting held on 17th May 2021:** These were agreed as a true record.

**5. Crawcrook Park:**

 **a) General update.**

* Helen H has had a meeting with the councillors and officers. Details are confidential; however, she says it was very positive and she is hopeful thing are moving in the right direction.
* The new play equipment is planned to be installed in April 2022, although at this point, we don’t know what type of equipment.
* Kevin Hills wants to speak to Helen H about the Master Plan. Helen H suggests he is invited to the meeting which is going to take place with Graham McDarby. **HH to action**. It would be good if Jeanette could be invited to this meeting too to talk about the accessible play equipment. Either way, an email is to be sent from OV inviting Jeanette to that meeting or if she didn’t want to (or couldn’t) attend then a separate meeting is to be arranged. **CJ to action.**
* Helen H has spoken with Zoe about the asset transfer and it has been agreed, albeit informally at the moment. So, the Bowling Green and the Pavilion will become Our Villages. A separate meeting is to be arranged to discuss what we want to do with them. **HH to action.**
* There have been a number of complaints about the state of the two bowling greens. Helen H has asked for them to be cut and they will be, it’s just a case of when. They are also going around with weed killer.
* With regards to the suggested mural on the wall of the DIY shop, Caroline has spoken to a member of staff regarding this who said they would contact the landlord. No response has been received to date. Helen H suggested the design of the mural could be made into a competition, then we could get someone to paint it. She also suggested we have one on the pavilion (a bowling themed mural perhaps) – but something which could be stuck on rather than painted on, in case we wanted to remove it and put it elsewhere.

 **b) Community Garden.**

A meeting took place on Friday 11th June 2021 with representatives from both the church and Our Villages. Barbara did forward an email, sent by Paddy, which summarised the discussions which took place during that meeting. It was acknowledged there was a lot of enthusiasm for this project. Barbara is going to get back to Paddy to suggest a joint steering group is formed, this will allow the project to be taken forward. **BW to action.**

**c) Places called home – Funding Opportunity.**

Helen H is going to look at the funding applications to decide which one is best. **HH to action.**

**6. Autumn Fair:**

It was agreed that it would be nice to have a smaller, scaled down version of Crawcrook Fair. Barbara informed the meeting she has already made contact with Julie who has agreed to manage the stall bookings. It was decided we need to establish a group to take the planning of the event forward. Mo is to email all trustees and members to ask if anyone is interested in becoming actively involved in either the planning and preparation and/or helping out on the day. **MF to action.**

7. Finance Report: (CJ).

The finance report was circulated prior to the meeting. No questions or queries were raised.

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| --- | --- | --- | --- | --- | --- |
| Park | Grant for plan | 3k |  | £3,000.00 |  |
|  | Match fund | 6k |  | £6,000.00 |  |
|  | Co-op fund | 6k + 1,500 | £7,500.00 | £7,500.00 |  |
|  |  |  |  |  |  |
|  | Restricted funds | Received | Spent | Balance |  |
|  | Work to Crawcrook Park – inc Match fund | £16,500.00 | £2,940.00 | £13,560.00 |  |
|  | Lights | £230.00 |  | £230.00 |  |
|  | Dog fouling and litter bins | £1,500.00 |  | £1,500.00 |  |
|  | Land of Oak & Iron (£2k grant + 2k match fund) | £3,000.00 |  | £3,000.00 | Now paid |
|  |  |  |  | **£18,290.00** |  |
|  |  |  |  |  |  |
|  | Unrestricted funds |  |  | **£1,019.69** |  |

8. Calendar of Events - Items listed for June:

 Christmas Lights. Caroline will contact Gateshead Council. **CJ to action.**

9. Gateshead Climate Alliance:

Barbara did attend a Zoom conference recently. A representative from Gateshead Council gave a presentation on trees. Barbara did say this was very interesting.

10. Safeguarding Policy:

Caroline has completed this piece of work. All members are to have sight of this, they need to read and understand it. They then need to say they have done so. Mo is to circulate and monitor this. **MF to action.**

11. LEAF fund:

Caroline confirmed she has completed and submitted this application. The application required a number of policy documents which Caroline has produced; the good news is these policy documents are now available to be used, where applicable, for all future funding applications.

12. Greenside Community Notice Board:

 Banner Tales are replacing the notice board.

13. Fundraising ideas:

* Helen H has emailed Taylor Wimpey to ask for funding, they have come back to her to say they are considering this.
* Helen H is also considering emailing Suez Landfill company to ask them for funding. **HH to action.**
* Fundraising sub-group: A sub-group is to be formed and will meet separately to look at this issue specifically. Mo volunteered to join this group and to print off the Charity Excellence Framework which was sent to us. **MF to action.**

14. Matters outstanding (which are not on the main agenda):

* Munki Computer Help.

Helen P did get back to the gentleman, however, she has had no response. It was suggested we draw a line under this at this point in time. We will keep the details on file so we can access at a future date if required.

* Dog Poo Signage:

Stuart did put signs up, however, they were taken down again. He has put some up by the installation at the Rising Sun.

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

* Caroline confirmed she has now paid for the Oak and Iron installation.
* Stuart confirmed we are at capacity for people to litter pick in Crawcrook, we have 14 active members carrying out the task.
* Helen P did say that Greenside was looking a lot better these days.

**16. Date and time of next meeting: To be confirmed.**