 **TRUSTEE’S MEETING**

**7.30 p.m. Tuesday 1st February 2022**

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

**M I N U T E S**

**1**. **Present**: Barbara Williams (co-chair), Caroline James (Treasurer), Chris Beer, Stuart Lowerson, Sue Welch, Laura Clark, John Forster, Helen Haran (co-chair), Mo Forster (minutes), Diane Cadman (observer), Derrick Marrs (observer), John Neill (observer).

**2**. **Apologies in advance**: N/A

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

**4. Minutes of previous meeting held on 11th January 2022:** Agreed as an accurate record.

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

**a) Uploading minutes to OV website:** It was agreed this would be looked at. **(CJ to action).**

**b) Sponsorship money from Stoneacre:** Caroline confirmed we have received £300 and that a letter of thanks will be sent to Julie. **(CJ to action).**

**c) Tandoori charity evening**: Chris informed the meeting that this had been a great evening and a total of £783 was raised. (£700 from the event itself and £83 from the sale of raffle tickets).

**d) Hamper to be raffled:** Chris confirmed it wasn’t the main hamper that was raffled, that it had been a smaller one. The main hamper is being retained for a later event.

**e) Supply of Hi Viz jackets with logo:** Barbara confirmed an order for 20 jackets, with logo, has been placed and paid for. We await delivery.

**6. Financial matters:**

**a) Finance report:** Newly appointed 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** | **£29,607.40** |  |  |  |
| **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 |
| Community Garden | £1,000 |  | £1,000 | Donation from Laura Clark |
| Grants from Council  | £2,600.00 | £91.00 | £2,509.00 | Litter pickers, bins, pink spray, trolley, boxes paid |
|  |  |  |  |  |
|  |  |  | **£24,075.08** |  |
|  |  |  |  |  |
| **Unrestricted Funds** |  |  | **£5,532.32** |  |

**b) Up-date on specific details of the £5,000 from Suez Recycling & Recovery UK**: Helen confirmed this money is not a grant, that it was applied for about five years ago and that it is ringfenced for the park. There is no date as to when this money has to be spent.

**c) £500 donation from TKMaxx and Homeserve Foundation**: This kind donation has been received. Caroline has produced a thank you letter which Chris said he would deliver. **(CB to action).**

**d) Recently discussed fundraising ideas:** Ideas put forward at a recent fundraising event were shared and discussed. An agreement was reached**;** a plan would be agreed of what it is we want to achieve and then the relevant funding will be sourced.

**7. Appointments:**

**a) Potential role for a social media volunteer:** John Neill volunteered to take on this role, with the help of Chris.

**b) Amendments made to the Charity Commission Website**: Mo confirmed she has made the required amendments to the website.

**8. OV Charitable Objects:**

**a) Consider adding “community development” and “Heritage”:** It was agreed we do not need to add anything extra at this point in time.

**b) Linking future spending priorities to the charitable objects:** A discussion took place, everyone agreed this is fundamental to what we want to achieve, to make sure everything we do fits in with our charitable objects.

 **c) Review “priority areas”:** The review took place, details as follows:

* **Supporting Local Businesses and Community Organisations**.
	+ It was agreed we will continue to be supportive, furthermore, it was suggested we promote businesses/organisations too. The leaflet we had produced a number of years ago is to be refreshed, contact is to be made with Shaun at The Lambs Arms who produced the original leaflet. **(JN to action).** The information could also be posted on the relevant social media sites. It was further suggested that businesses are contacted to ask what support they would like to receive from us. **(CB to action).**
	+ It was good to note that businesses are beginning to support us e.g. The Tandoori charity evening and the lamp post sponsorships which all raised money towards the Christmas lights.
* **Environmental Impact.** Ideas were put forward as to what we need to prioritise for the year. These ideas included planting trees, hedgerows, flower planting, recycling, a green day, anti-dog fouling campaign, litter picking, climate change.
* **Engaging Greenside:** It was agreed we need to improve this priority area and to this end both Diane and Derrick volunteered to work as Greenside Champions.
* **Crawcrook Park:** Helen will continue to be the lead for this priority area.

**9. Review of activities:**

**a) Litter Picking:**

1. **Three events in Greenside.** Diane confirmed she will organise the three events which are: Spring Clean on the Green, the Summer and Autumn litter pick. **(DC to action)**
2. **Contacting Anne Farrow/Café Church regarding potential joint events:** Stuart advised the meeting that he had received an email from Anne saying she is still litter picking, so too is her neighbour. She confirmed she has her own equipment. Anne also tends to the flower beds in the Folly.
3. **Helen Parker to be contacted to arrange return of equipment:** Helen H agreed she would contact her. **(HH to action).**
4. **A FB post asking for volunteer litter pickers to be posted on Greenside Residents FB page:** It was agreed this would be a good idea. Stuart was asked to obtain novelty stories from litter pickers, with photographs, to support the FB post. **(SL to action).**

**b) Gardening:** Sue informed the meeting that everything is now planted for the Spring which includes the tubs and barrier baskets. The roses have been pruned too. It was suggested this is all advertised on FB to let the residents know about the work we are doing.

**10. Plan for Crawcrook Park:**

**a) Update on costings for all aspects of the masterplan:** Helen informed the meeting that we will receive costings for all the different elements. This will be used when talking to the council and also when applying for lottery funding. Helen reported plans are well underway for the installation of the new play equipment, that hopefully this would be completed by May/June.

**b) Council to undertake work on:**

* **Sewer:** The meeting agreed that the sewer needs to be sorted prior to the installation of the play equipment. The Council are aware that we will not go ahead with our plans until this is sorted.
* **Shrubbery, existing paths and the slope:** It is understood this will happen, hopefully, by the end of June.
* **Meeting with Kevin Hills and Jeanette, re design and layout of equipment:** The situation is that we are currently awaiting plans from the focus group.

**c) Potential houses:** This is still under discussion; therefore, no firm plans have been established as yet.

**d) Feedback from the meeting held on 12th January 2022:** This agenda item was discussed at previous agenda item 6d.

**e) Beatrix Potter wood carvings:** This idea has previously been put forward; the group was asked to consider if it something we want. It was agreed a separate smaller meeting would be arranged to discuss this and also ideas/plans for the use of the pavilion.

**f) Update on Community Garden:** A further meeting has been arranged to take place on 14th February 2022. Paddy, the parish administrator, knows someone who has experience of setting up a community garden and he will invite the person along to talk to the focus group.

**11. Murals outside Stobos Fruit Shop and DIY shop:** Chris confirmed he has spoken to Stobos, they are going to provide their landlord’s written permission for the project to go-ahead. The DIY shop are still considering the suggestion of the mural, Chris will go back to them. **(CB to action).** It was agreed by all that it would be good to involve the students at Ryton Comp in the painting the murals. The arts department is to be contacted. **(CB to action).**

**12. Calendar of Events**:

**a) Update on new 2022 calendar of events:** Caroline confirmed this is work in progress.

**b) Agree remainder of 2022 events and sub groups (deferred from last month’s meeting:** It was agreed we need a separate group who will meet to discuss and agree events.

**c) Targets and goals for 2022:** As above.

**d) Events listed for January/February (taken from 2021 calendar):**

**1. Crawcrook Summer Fair, seek to appoint a new lead to organise review and initial meeting:** Mo informed the meeting that she had not received a response to her email inviting interest for someone to take on this role.

**2. Crawcrook Summer Fair to be advertised in Council News:** The fair will not be advertised in the council news. It was agreed not to hold the Summer Fair, instead, we should plan an event around the Queen’s Platinum Jubilee weekend. Chris agreed to take the lead on this. An email is to be sent out to the fair organisers group to see who is willing to help out. **(MF to action).**

**3. AGM, this calendar entry is to be moved to June:** This will be discussed at the June meeting.

**4. Easter Egg Hunt:** It was confirmed Becks and Rachel are planning this event.

**5. Tyne Valley Express:** It was agreed we would revisit the wording, the deadline for the next edition is Friday 18th February 2022.

**e) Daffodil Fair:** Although a daffodil fair will not take place in its usual form, it was agreed we will hold an event in Greenside, the suggestion of a spring fair was put forward.

**f) E-newsletter preparation:** Barbara said she is happy to produce the e-newsletter, however, she would need input from the group. Stuart was asked to write up a piece on litter picking and Sue was asked to write up a piece on gardening. **(SL and SW to action).** Other topics will include fundraising, events and activities. Barbara has requested this information be sent to her by the end of February.

**g) Plan to sell chocolate eggs:** It was confirmed that Judy is busy knitting hats for the eggs. The items will be placed in the Sandwich Station to be sold.

**Green Day.** In addition to the above activities Diane volunteered to look at organising a ‘Green Day’ event. She suggested the end of March beginning of April would be a good time to hold this and that she will approach Barmoor Hub to ask if the event can be held there.

**13**. **First Open Meeting:**

 **a) Set date, confirm guest speaker(s) and topic:** Still to be decided.

**b) Update on invitation sent to Gateshead Council’s senior planner, Lucy Greenfield, to discuss climate change:** Mo informed the meeting that it is Gateshead Council’s policy to only attend meetings virtually.

**14.** **Community Hedgerow Planting at the Folly**:

 **a) Update on the event:** Sadly, the event did not take place.

**b) OV involvement with Durham Wildlife Trust:** Barbara will follow this up. **(BW to action)**

**15. Gateshead Climate Alliance:** No longer functioning as an alliance.

**16. The Queen’s Jubilee, Commemorative Bench:** It was agreed that this will be considered. The cost of the bench is c£650 plus installation. It was suggested this could be unveiled at the Jubilee Party.

**17. A.O.B**.: John N introduced the idea of receiving direct debits from residents, explaining how this could work and he gave an idea of how much, potentially, could be raised. He said he would do further research and bring this to the next meeting. **(JN to action).**

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

Tuesday 1st March 2022, 7.00 p.m. to be held in the upstairs concert room at Crawcrook Social Club.