

**TRUSTEE’S MEETING**

**7.00 p.m. Tuesday 1st November 2022**

**held at Crawcrook Social Club – Concert Room**

**MINUTES**

1. **Present:**
2. **Apologies in advance:**
3. **Did not attend:**

Derrick Marrs, John Neill & Helen Haran

1. **Acceptance of minutes of previous meetings held on 4th October 2022.**

The trustees agreed the minutes were a fair representation of the meeting held.

1. **Matters arising (not on the main agenda):**
	1. Advertising of Secretary and Administrator positions (CB/All) – Flyers will be distributed at the November open meeting.
	2. Meetings 2023 – set dates and book with Crawcrook Social club. Letter to be sent to John Pope (club chair). (CB) – Chris has drafted a letter and will submit to the club, no meeting will be held in January 2023.
	3. Painting/varnishing of benches around Crawcrook (CJ/LC) – Laura has secured free varnish from AkzoNobel, maintenance to be carried out February/March 2023 after winter.
2. **Financial matters:**
	1. Finance report: (LC)



* 1. Grant funding opportunities and update: (LC) – Coop Community Fund, National Garden Scheme, Barbour Foundation. OV have been successful in being part of the 2022/2023 community fund, social media posts have been made by OV and Holy Spirit to request Co-op members support our cause. National Garden Scheme and Barbour foundation applications to be submitted once firm cost expectations decided by community garden committee.
1. **Review of regular activities:**
	1. **Litter Picking Update –** good support around the village from regular litter pickers. Greenside litter picking event to take place Saturday 5th November 2022.
	2. **Gardening:**
		1. General update: (SW) Leaf blower has been tested by Stuart and working fine. Plants have been purchased from Joicey Road to update the flower beds for the autumn/winter.
		2. Bowling Green – Need to add soil to gulleys and then seed and then a further layer of top soil and more grass seed. Needs to be completed before April. To be added to February meeting agenda. Could also consider moving the rose bushes in front of the pavilion to the bowling green beds.
2. **Crawcrook Pavilion & Green – Pavilion Subgroup Lead is Laura Clark**
	1. Update on lease agreement for Pavilion and Green (LC) – Zoe has now confirmed the water/sewerage pipe has been fixed. No sign of issues so far, however, the Pavilion toilet is only used infrequently. Lease agreement to be posted out for final review and then go ahead with signing. Requested for the council to do a handover upon lease adoption to understand all the switches/facilities etc and check shutters unlock.
	2. Pavilion painting afternoon Friday 11th November (LC) – Barbara and Norma to align on a date to finish off the painting.
	3. Compound clear out potential date – date still needs to be decided and key needs returning from Darren (council contractor).
3. **Plan for Crawcrook Park – Park Plan Subgroup Lead is John Neill**
	1. CCTV Quotes and practicalities (CB) – CCTV would be installed on poles either side of the pavilion to give 360 degrees view of the park. 3rd camera would be installed on the front elevation of the Pavilion to give view down the pathway. Chris to follow up on getting installed and liaise with local police.
	2. Operation Pay Back (CB/LC) – Next round of applications open in December, consider potential youth worker/activity funding.
	3. Youth Workers for Park (CB)
	4. Antisocial Bus patrols (CB) – currently bus patrols between Winlaton and Blaydon, Kim McGuiness’ office has confirmed to Chris that patrols will now extend up to Crawcrook.
	5. Gradon Park Final Plans Feedback (HH/LC) – Action for Helen to explain the next steps for the plans now they’re completed. Suggested to have a meeting with 3 councillors plus Kathryn Henderson (to stand for Labour in next council elections) to discuss future plans for the park and priorities (CB to arrange).
	6. Next area of focus – priorities for 2023 to be determined January meeting (All)
4. **Update on Community Garden: (BW/LC/CB)**
	1. Volunteer painting day Monday 31st October – AkzoNobel supplied free wood paint for the community garden project and the interior side of the fence has been painted with one coat, further coat required. If exterior side is to be painted then further paint will be required. Paddy has submitted an access request to the council to open an access to the garden from the park, request for permission for a path across the park also sought.
	2. Community garden plans update – 19th November there will be a volunteer session to plant the hedglings supplied by Woodland Trust, Barbara has also borrowed 2 spits from the council to assist with planting.
	3. Donations – suggested to put a shout out on social media for plant donations and bulbs.
5. **Greenside Skatepark (LC)**
	1. Maintenance completed w/c 17th October – council completed the maintenance on time and new ramps including grips have been installed through out. New sides have been added to replace missing/broken sides and general tidy up. The area is looking much better as a result.
	2. Graffiti workshops and artwork – council have agreed in principle to graffiti artwork, designs to be submitted to the council to review once ready to allow vetting before painting commences.
6. **Upcoming Events – Event Subgroup Lead is Chris Beer**
	1. **Planning for Autumn Open meeting 15th November 2022 (All) –** Chris to design poster which Caroline will print. Norma will put up posters around Crawcrook, volunteer needed to put up in Greenside.
	2. **Future Open Meetings (CB) –** suggested to have a councillor questions open meeting in March (CB to arrange).
	3. **Halloween trail and crafts session feedback – Sunday 30th October 2pm-4pm Crawcrook Park/Pavilion** – Feedback was really positive and the activities were well attended.
	4. **Christmas Crafts Session 10th/11th December (TBC) -** Decided for Christmas to run a session separate to the Christmas lights switch on event to keep numbers manageable. Potentially have stalls at the Christmas crafts session as an alternative to the Christmas lights switch on, final decision still to be made. Look to do slightly smaller selection of crafts e.g. bauble decorating, gingermen biscuits.
	5. **Christmas Lights switch on 30th November 2022**
		1. Stalls?
		2. School choir have been confirmed.
		3. Refreshments – Mince Pies/Cakes/Hot Dogs – Asda will supply mince pies/cakes. Suggested to ask Kathryn about the possibility of soup.
		4. Santa has been confirmed.
	6. **Greenside Christmas Lights Switch On 1st December 2022 – date to be changed once Alan (a.k.a. Santa) confirms availability.**
		1. Refreshments - Mince Pies/Cakes/Hot Dogs – Asda will supply mince pies/cakes.
		2. School Choir have been confirmed.
		3. Santa – new date to be decided.
	7. **Future event ideas:**
		1. Bonkers Bingo (LC) – use up some of the leftover bottles/tombola?
		2. Curry night (CJ)
7. **A.O.B**.:
	* 1. Christmas night out at the Snug suggested for December (CJ to arrange).
		2. Community orchard – if we are to pursue then would need landowner permission and detailed plan to be provided to the tree council. To be discussed early 2023 when setting priorities for the year.
8. **Date and time of next meeting(s):**
	* 1. **Next scheduled Trustees meeting.** Tuesday 6th December 2022 at 7.00 p.m. to be held in the upstairs concert room at Crawcrook Social Club.