



Friends of Rhyddings Park Meeting

Date: 2/5/2018

<b>Present:</b>	Ann Warrington – Chair Emma Kearney – Secretary Catherine Cheeseman – Vice Chair Robert Warrington – Treasurer Danny and Rachel Katie Ward John Barrow Lucy Hamlin Duke the dog Teddy the dog Ann Guest Carol Kenyon Joanne Searle	
<b>Apologies</b>	Judith Addison Martin Joss Gayle Knight	
<b>Agenda:</b>	<ol style="list-style-type: none"> <li>1) Introductions and Welcome</li> <li>2) Matters arising from minutes 21/3/2018 and ratification</li> <li>3) Update on the park works</li> <li>4) Rhyddings Community Events Programme</li> <li>5) Safeguarding Adults and Children</li> <li>6) Data Protection</li> <li>7) Handrails in the park</li> <li>8) Any Other Business</li> <li>9) Events diary – Big Brekkie / launch week (week of 27<sup>th</sup> August 2018)</li> <li>10) Next Meeting</li> </ol>	
<b>Agenda Item</b>	<b>Discussion</b>	<b>Actions</b>
1	Introductions and Welcome	
2	Matters arising from minutes 21/3/2018 and ratification  <b>Update 2/5/2018</b>  <b>Bins</b> – not had any update from members. Request has been made via FB page for local businesses to sponsor 3 more poo bins in the park – pending discussion at	

	<p>Steering Group</p> <p><b>Wedding licence for Coach House - Ann will discuss with HBC at the steering group</b> – we are awaiting viewing of inside the finished coach house before a decision can be made</p> <p><b>Sustainable Transport Grants, Ann will discuss application with LCC and the steering group re: a Multimedia bike – to facilitate open air cinema</b> – application made for £2900, pending outcome</p> <p><b>Awards for All Grant application</b> – application made for £8900 to support the Rhyddings Community Events Programme</p> <p><b>#ossyrocks – nominated for event of the year !</b> What an honour !</p>	
3	<p>Update on the park works</p> <p><b>Coach House Visit 2/5/2018</b> – Ann updated everyone on her visit to the Coach House today – photos on Facebook Hoping the Coach House will be finished by July 2018</p>	
4	<p>Rhyddings Community Events Programme</p> <p>The Rhyddings Community Events Programme - we are working on delivering</p> <p>Physical Health</p> <p>Bootcamp Five a Side Football Walking Football Stroll &amp; Natter Laughter Yoga</p> <p>Mental Health</p> <p>Mental Health MOT Mental Health Well Being Programme Celebration for World Mental Health Day</p> <p>Social Health and Inclusion</p> <p>Knit &amp; Natter Tea Clubs – 3 per month, 1) for people with mental health problems; 2) for people with learning disabilities; 3) elders of the community World Hunger Day event International Women’s Day Event (8th March) International Men’s Day Event (19th November) International Children’s Day Event (1st June) International Grandparent’s Day (2nd Sunday of Sept) Mother’s Day Event Father’s Day Event Ossy Woofs</p>	

	<p>Faith</p> <p>Whitsun celebration Carols by candlelight Eid celebration All Saints Celebration – light &amp; kindness</p> <p>Creativity</p> <p>Water colour workshops Card Making Workshops Clay Workshops Craft Workshops Camera Club Open Air Cinema</p> <p>Interactive Treasure Hunt</p> <p>Performing Arts</p> <p>Ossy Gobs – resident drama group for people with learning disability / autism Dance for All – resident group for different groups of people and for health Music in the park</p> <p>Adult theatre / children’s theatre</p> <p>Brass Band Concert</p> <p>History &amp; Heritage</p> <p>Signs telling the story of the park What the Victorians did – paranormal activity; reading; games nights Victorian variety evenings</p> <p>Culture and Integration</p> <p>Themed evenings of music and food – inspiration taken from members of our community Ossyfest Music Ossyfest COmedy</p> <p>Always a free brew for police on duty at the coach house – when café open or when events taking place</p> <p>Park Ambassadors</p> <p>Ann talked through the proposed events programme and how this will be managed. Everyone agreed volunteers would be needed to help The FoRP members meeting ratified the plan</p>	
5	<p>Safeguarding Adults and Children</p> <p>Following recent events, the Charity Commission would like to remind ALL trustees to take safeguarding extremely seriously. Safeguarding should be a key governance priority for all charities, not just those working with groups traditionally considered</p>	

	<p>at risk.</p> <p>The Charity Commission has four clear expectations of trustees:</p> <ul style="list-style-type: none"> <li>• Provide a <b>safe and trusted environment</b>. Safeguarding involves a duty of care to everyone who comes into contact with your charity, not just vulnerable beneficiaries like children and young people.</li> <li>• Set an <b>organisational culture that prioritises safeguarding</b>, so it is safe for people to report incidents and concerns in the knowledge they will be dealt with appropriately.</li> <li>• Have adequate safeguarding <b>policies, procedures and measures</b> to protect people and make sure these are made public, reviewed regularly and kept up to date.</li> <li>• Handle incidents as they arise. <b>Report them to the relevant authorities</b> including the police and the Charity Commission. Learn from these mistakes and put in place the relevant mechanisms to stop them happening again.</li> </ul> <p>As your regulator, we expect charities to meet these expectations.</p> <p>Our advice is that you should now:</p> <ul style="list-style-type: none"> <li>• Undertake a thorough review of your charity’s safeguarding governance and management arrangements and performance if you haven’t done so within the last 12 months.</li> <li>• Contact the Commission about any safeguarding issues, or serious safeguarding incidents, complaints or allegations which have not previously been disclosed to the charity regulator</li> </ul> <p><b>Our regulatory role</b> is to ensure charities comply with their legal duties, manage any incidents responsibly and take prompt steps to protect the people affected by it. We cannot look after the safety of your people for you and we do not investigate individual incidents for you.</p> <p>FoRP Adult and Child Safeguarding Policy has been reviewed and updated – see attached for ratification</p> <p>The FoRP members meeting ratified the policy Emma Kearney is the FoRP named Safeguarding person.</p>	
6	<p>Data Protection – implications for FoRP, due 25/5/2018, the introduction of GDPR – General Data Protection Regulation – overall of EU data protection rules and applies to all UK organisations, including charities that may hold personal data.</p> <p>Steps we need to take are:-</p> <ol style="list-style-type: none"> <li>1) Appoint someone to oversee process</li> <li>2) Review and update existing information and cyber security measures (making sure we have anti-virus protection on all devices processing FoRP data – including PCs / iphones etc)</li> <li>3) Need written data protection policy – to be an addendum to constitution and on the website</li> <li>4) Complete a data audit or review considering what personal data we hold or may hold – at present, we only hold personal data of trustees + google group email – at this stage, no plans to hold personal data but we will need to in the future for the Park Ambassador Roles. We need to delete</li> </ol>	

	<p>any data that is unnecessarily held.</p> <p>5) We need to consider why we hold personal data, which is only to fulfil our role as trustees of the charity</p> <p>6) Anyone we hold data on will have rights under GDPR – which include, the right to access and for this, we will need to consider how to respond to any subject access requests, which we can refuse if excessive but we would need to explain why; the right to be informed of data held; the right of rectification of data and erasure / restriction on processing</p> <p>7) We will also need to consider consent, particularly if we send mailings to people via social media, people must opt in – but we can continue to make general posts. Any direct posts to children, must only be done with parental consent (in advance)</p> <p>9) Need to ensure we know how to respond to any breach of data protection – including the persons whose data was breached and the information commission (ICO)</p> <p>Robert Warrington to be the FoRP GDPR appointed person.</p>	
7	<p>Handrails in the park / more seating</p> <p>Request from candidate for local council elections for handrails in the park – not clear where – Ann will discuss with HBC regarding accessibility assessment for the park / any plans for additional handrails</p> <p>Email to FoRP requesting more seating in the park for those less mobile – Ann to discuss with HBC next steering group</p>	
8	<p>Any Other Business</p> <p>How do we communicate to the folk of Ossy what is planned for the park</p> <ul style="list-style-type: none"> <li>- FoRP mtgs</li> <li>- Facebook</li> <li>- Website</li> <li>- Events e.g. Big Brekkie</li> <li>- Links with local groups</li> <li>- Word of mouth</li> <li>- Let's just keep talking about the park please</li> </ul>	
9	<p>Events Diary</p> <p>Christian Aid Big Brekkie 19<sup>th</sup> May 2018 9am-11am Event week 27/8/2018 in the Coach House</p>	



**christian aid week**  
13-19 MAY

Saturday 19th May 2018  
9am until 11am  
Hippings Vale Community Centre



The Churches of Oswaldtwistle, Civic Arts Centre and FoRP working together and invite you all to our **BIG BREKKIE**

Support Christian Aid, have your brekkie and learn more about what's going on within our Churches, at The Civic and plan for Rhyddings Park

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Next FoRP Meeting TUESDAY 12<sup>th</sup> June 2018 at 7.30pm at the Black Dog Pub, Osseney