



## TRUSTEE'S MEETING

7.00 p.m. Wednesday 29th April 2026

held at Crawcrook Pavilion

### MINUTES

- 1) **Present:** Norma Blackith, Linda Chappell, Laura Clark, Julie Gavin, Christine Rutter.
- 2) **Apologies in advance:** Chris Beer, Barbara Williams, Shaun Edge.
- 3) **Did not attend:** Kathryn Henderson.
- 4) **Acceptance of minutes of previous meetings held on 1<sup>st</sup> April 2026 (circulated via email).** Yes.
- 5) **Financial matters:**
  - a) Finance report: (LCL)

Restricted Funds	B/F 1.12.2025	Income 2025/2026	Spent 2025/2026	Balance	Comments
Bank Account Balance	£ 6,432.13				
Petty Cash Balance	£ 396.65				
<b>Total Funds</b>	<b>£ 6,828.78</b>				
Lights Crawcrook & Greenside 2025	£ 376.75	£ 118.95	-£ 495.70	£ -	Money from collection tins
Lights Crawcrook 2026	£ -	£ 22.05	£ -	£ 22.05	Money from collection tins
Community Garden	£ 602.53		-£ 594.00	£ 8.53	Money raised from fundraising events
LCF Fund 2025 A	£ 250.00		-£ 232.96	£ 17.04	Grant received March 2025 towards refurbishment of Pavilion toilet
LCF Fund 2025 B	£ 187.44			£ 187.44	Family Fun Day grant
Co-op Community Fund 2024/2025	£ 2,031.97			£ 2,031.97	Co-op community fund grant for Pavilion toilet facility improvements. £500 stage payment received March 2025, balance received October 2025.
<b>Restricted Funds</b>	<b>£ 3,448.69</b>	<b>£ 141.00</b>	<b>-£ 1,322.66</b>	<b>£ 2,267.03</b>	
Fundraising (Unrestricted)	B/F 1.12.2025	Income 2025/2026	Spent 2025/2026	Balance	Comments
Crawcrook Fair 2024	£ 223.00		-£ 223.00	£ -	Crawcrook Fair 2024 - Money raised towards Christmas lights and other community improvements
Christmas Fair 2024 & Calendars	£ 272.35		-£ 272.35	£ -	Christmas Fair 2024 & Calendars - Money raised towards Christmas lights and other community improvements
Crawcrook Fair 2025	£ 2,763.72		-£ 2,763.72	£ -	Crawcrook Fair 2025 - Money raised for general community improvements
Easter 2025	£ 539.02		-£ 519.78	£ 19.24	Easter Egg scavenger hunt 2025 and income from knitted novelties
Christmas 2025		£ 289.44	-£ 289.44	£ -	Income from knitted novelties
Crawcrook Fair 2026		£ 490.00	-£ 21.00	£ 469.00	Crawcrook Fair 2026 - Money raised for general community improvements
Easter 2026		£ 737.16	-£ 175.80	£ 561.36	Easter Egg scavenger hunt 2026 and income from knitted novelties
<b>Fundraising Funds (Unrestricted)</b>	<b>£ 3,798.09</b>	<b>1516.6</b>	<b>-£ 4,265.09</b>	<b>£ 1,049.60</b>	
Community Café		£ 11.30	-£ 74.09	-£ 62.79	Community Café takings and purchases
Pavilion and Green Hire Income		£ 946.88	£ -	£ 946.88	Income from hire bookings
Pavilion running expenses		£ -	-£ 100.00	-£ 100.00	Insurance, Utilities and sundries
<b>Pavilion &amp; Green subtotal</b>		<b>£ 958.18</b>	<b>-£ 174.09</b>	<b>£ 784.09</b>	
<b>Unrestricted Funds</b>				<b>£ 4,561.75</b>	

Notes to financials: .

## 1) Crawcrook Pavilion & Green:

- a) **Pavilion** - Richie has been contacted for a quote for toilet. This should be available by Friday 1<sup>st</sup> May. To be followed up. **(Action CB)**.
- b) **Bowling Green** - We now have a trade account for Tyne Valley Garden Centre, Mickley. No card is needed and available to all trustees who will need to quote Our Villages details when shopping there. Laura will then be billed in order to pay relevant invoice. We get 10% of dry goods and 20% off plants. If we buy more than £500 of any particular thing, they would then look at a bulk discount at that point. Christine to go down to have a look and order stakes for the dead hedge. **(Action CR)**.

JG gave CR a petrol lawn mower but is unable to be fixed. It was suggested to do a shout out on Facebook to see if anyone can donate one or use a recycle site. After discussion it was decided to buy another new petrol one. **(Action CR)**.

LCL to apply for Lottery Grant of £20,000. **(Action LCL)**. However, costings will be needed before submitting. CR suggested polytunnel could be constructed in order to work with the plants as well as spending more up front. Christine to go to Rogers in Newburn with hopefully a chance to get a discount and a possible quote. **(Action CR)**.

CR went to The Whinnies in Sunnyside to have a look around for ideas. It was noted that they had a sandpit which might be something that we do although a tarpaulin cover would be needed to stop it getting contaminated by cats.

Helen Biggs from Emma Hall contacted Laura about the community garden for advice as they were thinking of doing one. Laura has informed her about ours as well as possible grant funding and has said she is happy to meet up with her.

By the end of May, the sunflower seeds from Emmaville School need to be planted. CR to speak to CB about this who will in turn speak to Veronica. **(Action CB)**.

## 2) Review of regular activities:

- a) **Litter Picking** - Norma did a litter pick from Greenside roundabout to her estate. No other updates.
- b) **Gardening** - Judy has managed to weed the roses but hasn't been able to do other areas.
- c) **Volunteering** - A volunteer morning was suggested where people can bring their own gloves, rakes, tools etc and help out in the bowling green.

## 3) Community Garden:

- a) A table has been ordered for the garden.

## 4) Upcoming Events:

- a) Crawcrook Fair – JG is concerned about entertainment and needs Shaun to update. **(Action SE)**. She needs CB to speak to Tony Dowson about the bouncy castles. **(Action CB)**. It was noted that people now need to pay up front. A walk with an Alpaca around the bowling green was suggested for the kids rather than guess the name.
- b) Signage – JG was concerned that the bowling green was still being advertised for hire so it was suggested either leave it as it is for now or advertise as 'subject to availability'. I can also be taken down if necessary. **(Action LCL)**.

**5) A.O.B: Rebranding of charity.**

- a) AGM date – The 15<sup>th</sup> July was agreed with a presentation showing the bowling green update. Alternatively, images of the progress could be hung around the pavilion. The bowling green could also be opened for people to have a look around. **(Action CR)**. To put on WhatsApp group. **(Action LCL)**.
- b) Bowling green engagement activity – it was agreed to have this on 30<sup>th</sup> May about 10am – 3pm. An advertisement flyer to be designed and advertised. **(Action LCL)**.
- c) Charity name change – still waiting for clarification on name change acceptance. In the meantime, things such as the logo could be amended in advance. **(Action LCH)**.
- d) Emmaville school session – CB needs to inform. **(Action CB)**.
- e) Action tracker – to be updated regularly in future. **(Action ALL)**.
- f) Network Rail volunteer session – waiting for CB to confirm dates. **(Action CB)**.

**6) Date and time of next meeting(s):**

- a) Next scheduled Trustees meeting – Wednesday 3<sup>rd</sup> June 2026 at 7pm in Crawcrook Pavilion.