



TRUSTEE'S MEETING

7.00 p.m. Wednesday 7th June 2023

held at Crawcrook Pavilion

MINUTES

- 1) **Present:** Chris Beer (Chair), Matt Broderick, Barbara Williams, Caroline James, Laura Clark, Norma Blackith, Stuart Lowerson, Sue Welch, Derrick Marrs
- 2) **Apologies in advance:** Helen Haran
- 3) **Did not attend:** Eddy Hope, Kathryn Henderson
- 4) **Acceptance of minutes of previous meetings held on 2nd May 2023** – minutes were accepted and will be uploaded to the website (**action Laura**).
- 5) **Financial matters:**
 - a) Finance report: (LC)

Finance Report		Up to 31/05/23				
Bank Account Balance	£	29,499.11				
Petty Cash Balance	£	247.73				
Total Funds	£	29,746.84				
Restricted Funds	B/F 1.12.2022	Income 2022/2023	Spent 2022/2023	Balance	Comments	
Lights Greenside	£ 832.55 £ 1,895.35	£ 528.52	-£ 535.00 -£ 1,833.00	£ 297.55 £ 590.87	Final bill £2300 (inc. £500 councillor contribution). Bill states £2,050 Crawcrook and £250 Greenside however £500 contribution has been deducted from Greenside cost and should have been split. Therefore Crawcrook cost £1800 and Greenside £500.	
Lights Crawcrook & General		£ 636.89	-£ 21.00	£ 615.89		
Crawcrook Fair 2023	£ 2,386.50	£ 2,084.32	-£ 2,065.34	£ 2,405.48	Donations from AkzoNobel (£1k), Essity (£0.2k), Thompsons of Prudhoe (£0.5k), Denise's fundraising (£0.7k) and Barbour Foundation (£2k)	
Community Garden						
Jubilee Lottery Community Fund	£ 105.22		-£ 160.00	-£ 54.78	For Jubilee Event (£1450) and Mural (£500)	
Offset to unrestricted funds				£ 54.78		
Arnold Clark Community Fund	£ 438.95		-£ 442.73	-£ 3.78	£1000 to cover Pavilion interior display boards/photos, cleaning, storage & sundries	
Offset to unrestricted funds				£ 3.78		
CCTV, Fence & Pavilion Fund		£ 1,170.62	-£ 251.18	£ 919.44	Crawcrook Tandoori Night income £690, £180 Easter knitted novelties and £231.90 from Easter Egg Hunt. £72.17 Paypal giving.	
Pavilion Improvements (CF CIL grant)		£ 9,113.00	-£ 7,445.00	£ 1,668.00	Community Foundation (Community Interest Levy) grant to cover Pavilion refurbishment works in line with cost schedule.	
Postcode Lottery Grant - Pavilion, Fence and Green Improvements		£ 19,129.00		£ 19,129.00	Postcode Lottery Grant to cover bowling green benches, lawnmower, Pavilion roller shutter refurbishment, play area fence and Pavilion seating area	
Sculpture Trail Crawcrook Park		£ 1,000.00		£ 1,000.00	Council funded £500 and Tesco Fund £500	
Restricted Funds				£ 26,626.23		
Unrestricted Funds				£ 3,120.61		

- b) Co-op community fund (LC) – Laura had received a call from the Co-op fund encouraging us to apply again for the 2023/24 round. Agreed that the OV should look into fundraising for the Greenside Parks, however, it possible the council’s timeline to refurbish the park won’t fit with the Co-op fund deadline for spending the money. Instead an application will look to fund classes and activities to be ran free to the attendee in the Pavilion and using the Bowling Green.
- c) Asda Empowerment Grant (LC) – Laura to submit an application to request funding for 2023 for classes in the pavilion and on the green that will be free to the attendee such as Graffiti workshops, craft sessions etc.

6) Crawcrook Pavilion & Green – Pavilion Subgroup Lead is Laura Clark

- a) Pavilion refurbishment and paving (LC/CB) – The windows are now installed as well as the new counter and flooring. The toilet will be developed in time to include an additional cubicle and cupboard. The funding received so far doesn’t cover the toilet improvements. The paved area in front of the pavilion is nearly complete, the tarmac will be finished Monday 12th June.
- b) Pavilion clear out (LC/CB) – A lot of items have been moved temporarily to the compound. Clean as a Whistle cleaning company will clean the pavilion Monday 12th June ahead of the café opening.
- c) Community Café update and opening Wednesday 14th June (LC/KH) – The café will open Wednesdays, Thursdays and Fridays 2pm-4pm initially, there are still some sessions on the initial rota that require volunteers. It’s hoped more volunteers might come forward once the café is up and running. Initially the café will sell crisps, ice-creams, ice pops, juice, teas, coffee and pop. Laura to email price list to Caroline for printing/laminating (**Action Laura and Caroline**). Consider talking to Prudhoe Miner’s Lamp café to see what works well and what issues they have running their community café.
- d) Pavilion and Green hire (LC) – 1 firm hire already confirmed for a Makaton family session August 12th, 3 further bookings that still need to pay for Pilates, Buggy Beats and Chair Yoga. One possible interested party that wishes to book the green for Pony parties. Committee have ruled out dog exercise hires due to health and safety concerns with dog fouling.
- e) Bowling Green update (SL) – Stuart has now filled in all the gullies with woodchip. Grass seed to be added and then the soil before another layer of grass seed. Volunteer evening planned Tuesday 20th June from 6pm to finish grass seed and continue work on the border flower beds. Volunteers to meet at the pavilion (**Action All attending**). Sue will also request for Tommy Walton’s team to collect rubbish bags (**Action Sue**).
- f) CCTV update (CB) – initial contractor is not responding to attempted contact. New quote to be sought (**Action Chris**) Barbara has separately raised the issue of inadequate lighting in the park with Councillor Kath McCartney and awaiting further feedback.
- g) Fence Update (CB) – Gateshead Council are not supportive of a new fence and not responsive to requests to discuss. Chris to chase and involve local Councillors (**Action Chris**)
- h) Notice Board – As an interim measure it was suggested to get the current notice board repaired with new wooden backing. It was noted the hinges are broken too and would need removed.

7) Review of regular activities:

- a) **Litter Picking:**

- i) General Update (SL) – Since Stuart has requested assistance from Councillor Kath McCartney to get a litter bin moved 50 yards the bin in question has been repositioned. The fly tipping at Sled Lane has been reported by Stuart has been reported 3 times but the council are unable to follow directions to the location. Suggested to use the What3Words App to pinpoint the location and report again. Sue has requested for replacement bins to replace the broken bins.

b) Gardening:

- i) General update: (SW) – The pinfold is now replanted for summer. The pots of Jubilee terrace are still to be emptied. The pots along Crawcrook Main Street are looking lovely. The rose beds are completed and the daffodil tops have been removed. The flower beds are to be refreshed with some new plants, expect a further £60 of plant purchases.

8) Community Garden Update (LC/BW)

- a) Update on progress (LC/BW) – The next stage is for a gate to be fitted to create an entrance from the park into the garden. Still waiting on a confirmed quote from the council for the path across the park to the garden entrance, initially the pathway could be strimmed. The 2 local primary schools will each take ownership of a raised bed and the students will design and plant the beds. Over the summer months volunteers will be needed to help water the beds on behalf of the school. Our Villages will take ownership of the remaining raised bed to get it planted for this year and relinquish to willing volunteers in the future. The concern of inclusivity and ease of access to the garden was raised at the recent meeting and the church volunteers were receptive to making the garden more welcoming. The Sunday school will create signs. Jan is going to plant some herbs in the Our Villages bed and Barbara will plant some annuals. More fruit trees will also be purchased.

9) Upcoming Events – Event Subgroup Lead is Chris Beer

- i) Crawcrook Fair 2023 – 5th August 2023 (CB) – Noted that disappointingly still a large number of stall pitches to be purchased, further advertising to be carried out on Facebook. Gateshead Council have suggested we need a land license to operate the fair, this hasn't been the case in previous years, Chris will follow up. Gateshead Council have also required sufficient provision for parking for 250 cars this is despite the fact many attendees are local residents who will walk to the event. Chris to request support from the local Councillors to challenge the parking requirement. Request for donations of raffle, tombola and bottle stall prizes to be dropped off at the pavilion during café opening hours (**Action Laura to do Facebook post**). The Wild Women of Wylam have pulled out of the event, another band is needed to fill the gap. Volunteers needed mid-July to put up posters and banners.
- ii) Open Meetings 2023 (CB) – Chris to ask Hope for Hedgehogs to give a talk at the AGM (**Action Chris**)
- iii) Set date for AGM – Date set as Tuesday 18th July. The pavilion will be used for the AGM and tea/coffee/squash available. Poster to be advertised 31 days before event.
- iv) Autumn Fair – Greenside Community centre date TBC (CJ) – Caroline has requested for Greenside School to confirm a date so the children can sing. Caroline will follow up this week (**Action Caroline**).
- v) Joint Quiz/Bingo night to be held at Fox and Hounds with H4H? (LC/CB) – Chris to check with H4H and Fox and Hounds on dates (**Action Chris**).

10) **A.O.B.:**

- i) Compound clear out (CB) – A date to be decided at July meeting, likely to take place in September. It's hoped Gateshead Council will give permission to house a shed/storage unit on the Bowling Green by then.
- ii) Sculpture Trail (HH) – Tommy Craggs has quoted £1,000 for one sculpture which would use all available funds. Helen to follow up with potential sculptors and feedback at the next trustee meeting if a cheaper alternative is possible. Caroline suggested to consider wooden columns with engraved tops. (**Action Helen**).
- iii) Improvements to be made to Our Villages website – Laura has made some changes but someone with a bit more know how is needed and ideally to add a link to booking the Pavilion/Green.
- iv) Advertise Secretary Role.

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

- i) Next scheduled Trustees meeting and AGM?.** Tuesday 4th July 2023 at 7.00 p.m. to be held in the pavilion.