



## TRUSTEE'S MEETING

7.00 p.m. Wednesday 4th September 2024

held at Crawcrook Pavilion

### MINUTES

- 1) **Present:** Barbara Williams, Linda Chappell, Caroline James, Derrick Marrs, Sharon Dodds, Julie Gavin, Margaret Edwards.
- 2) **Apologies in advance:** Chris Beer, Laura Clark, Norma Blackith, Kathryn Henderson.
- 3) **Did not attend:** Matthew Broderick.
- 4) **Acceptance of minutes of previous meetings held on 8<sup>th</sup> August 2024 (circulated via email).** Accepted.
- 5) **Financial matters:**
  - a) **Finance report: (LC)**

Finance Report	Up to 31/08/24				
Bank Account Balance	£ 26,134.11				
Petty Cash Balance	£ 721.30				
Total Funds	£ 26,855.41				
Restricted Funds	B/F 1.12.2023	Income 2023/2024	Spent 2023/2024	Balance	Comments
Lights Crawcrook & Greenside	£ 4,362.43	£ 1,729.85	-£ 3,866.18	£ 2,226.10	2023 bill was £3,375 split £2,550 Crawcrook and £825 Greenside
	£ 2,318.48		-£ 120.01	£ 2,198.47	Donations from AkzoNobel (£1k), Essity (£0.2k), Thompsons of Prudhoe (£0.5k), Denise's fundraising (£0.7k) and Barbour Foundation (£2k)
Community Garden					
Community Garden: Co-op Community Fund	£ 3,452.73		-£ 2,518.31	£ 934.42	£3,452.73 awarded November 2023 to cover plants, seeds, tools etc for community garden. Remainder to cover willow sculpture and planters.
Postcode Lottery Grant - Pavilion, Fence and Green improvements	£ 12,070.00		-£ 384.50	£ 11,685.50	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	£ 205.19	-£ 1,428.00	-£ 222.81	Council funded £500 and Tesco Fund £500. Jumble sale £205.19
National Lottery Community Fund	£ 5,991.94		-£ 250.00	£ 5,741.94	£10,000 awarded June 2023 to cover seating area, fence, storage and café counter additional
Operation Payback	£ 750.00		-£ 775.33	-£ 25.33	£750 received November 2023 - to cover delivery of classes/ events at Crawcrook Pavilion and bowling green
Operation Payback release to general funds				£ 25.33	Final funds used on graffiti session and pilates.
Fence Fund		£ 1,199.79	-£ 117.50	£ 1,082.29	Paypal donations to fence fund, income from Easter knitted novelties and Easter Egg Hunt. £500 LCF 2023 fund.
Akzo Nobel Community Fund - Warm Spaces		£ 1,000.00	-£ 1,007.72	-£ 7.72	£1000 granted for Pavilion warm spaces sessions
Offset to unrestricted funds				£ 7.72	
<b>Restricted Funds</b>				<b>£ 23,645.91</b>	
Community Café		£ 1,785.04	-£ 1,205.51	£ 579.53	Community Café takings and purchases
Pavilion and Green Hire Income		£ 356.00	£ -	£ 356.00	Income from hire bookings
Pavilion/Green OV events		£ 203.29	-£ 266.74	-£ 63.45	Income less purchases from Water Safety Day
Pavilion running expenses			£ -	£ -	Insurance, Utilities and sundries
<b>Pavilion &amp; Green subtotal</b>		<b>£ 2,344.33</b>	<b>-£ 1,472.25</b>	<b>£ 872.08</b>	
<b>Unrestricted Funds</b>				<b>£ 3,209.50</b>	

**Notes to financials:** None to report.

**6) Crawcrook Pavilion & Green:**

- a) **Pavilion Hire and possible OV activities including book club update. Should we do crafty coffee mornings/evenings on the lead up to Christmas?** For the Book Club, Mel Frances is happy to an evening 'meet the author' session in October. Evenings came out more popular on the Facebook poll. Once a date is decided Laura will book her in. Katherine Graham is booked in for 18<sup>th</sup> September at 10 am.

Children's craft sessions were popular in the past so it was suggested that a Halloween themed craft session with refreshments be put on for pre-school children as well as a Halloween nature trail through the park. Bird feeding sessions have been popular in the past so this is also an option. Susan has offered to design and run a Christmas Quiz with the possibility of offering a drink and mince pie as well as a prize. There would be a small charge for this. Possibly a wreath making session to coincide with a planting session outside when the new hedging arrives. Linda has agreed to cover some craft sessions and will research ideas and what materials would be needed.

Laura has enquired about the Science Buddies for Halloween. They charge £110 for 2 hours of Halloween science fun for up to 25 children. A small fee per child could be charged per child to recoup cost.

- b) **Community Café – rota/scheduling and filing of cleaning records.** It was suggested that the café close after the October half-term due to lack of volunteers and lack of footfall when the dark nights and weather appears. The café could open to support other events however such as craft sessions (Halloween/Christmas)
- c) **Fence update.** Installation should begin in September all being well
- d) **Wildlife board trail update/feedback.** Boards now installed. No feedback as yet.

**7) Review of regular activities:**

- a) **Litter Picking:** No updates as yet.
- b) **Gardening:** Ongoing. Sue has been deadheading plants and is to cut back the Lavender at front of Park in due course. We have 5 rose beds and the council have been asked if the furthest one away can be turfed over. They have agreed but so far it has not been done.

**8) Community Garden Update (LC/BW):** Nothing new to report.

**9) Upcoming Events**

- a) **Halloween – previous year activities have been popular; do we expand on the trail/craft session in the café or keep along similar lines?** Covered on previous page
- b) **Christmas Lights Crawcrook – Should we combine with the Fox lights switch on and add a few stalls/activities?** Date needs to be confirmed with the schools first before considering combination with Fox. Chris to be asked if he can get an early date from the schools. Caroline to ask Alan A if he will bring the sleigh again this year.
- c) **Christmas Lights Greenside – Combine with the school fair at Greenside Primary School. Maybe we also ask for a table at their fair?** It was decided to continue with how it has been done before in previous years.

**10) Greenside Update (All):** No updates.

**11) AOB: Counsellor McCartney to attend for discussion before Trustee meeting, Wax Cap Walk and day change for further meetings.**

- a) Kathleen McCartney and Hugh Kelly met with Trustees before Trustee meeting where Barbara gave them a breakdown about what Our Villages Crawcrook and Greenside actually now do as well as clearing up residents' concerns mentioned to Kathleen, about the graffiti wall and Bowling Green lawn. They both also said they would enquire about the planning application to put a storage unit next to the green as so far there has been no success in getting it approved.
- b) Andy from DWT confirmed the wax caps walk will be October 19<sup>th</sup>. Laura to confirm meeting place and time once he confirms. It is open to the public so we can also advertise this on Facebook.
- c) It was decided to change the Trustee meeting day to a Tuesday from now on as this was more convenient for the majority of people.

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

- i) Next scheduled Trustees meeting – Tuesday 1st October at 7pm in Crawcrook pavilion.