



TRUSTEE'S MEETING

7.00 p.m. Tuesday 3rd December 2024

held at Crawcrook Pavilion

MINUTES

- 1) **Present:** Laura Clarke, Linda Chappell, Caroline James, Norma Blackith, Julie Gavin.
- 2) **Apologies in advance:** Chris Beer, Barbara Williams, Susan Welch.
- 3) **Did not attend:** Matthew Broderick, Kathryn Henderson.
- 4) **Acceptance of minutes of previous meetings held on 6th November 2024 (circulated via email).** Yes
- 5) **Financial matters:**
 - a) Finance report: (LC)

Finance Report	Up to 30/11/24						
Bank Account Balance	£ 11,453.04						
Petty Cash Balance	£ 332.35						
Total Funds	£ 11,785.39						
Restricted Funds	B/F 1.12.2023	Income 2023/2024	Spent 2023/2024	Balance	Comments	Actions	
Lights Crawcrook & Greenside	£ 4,362.48	£ 1,029.85	-£ 3,551.72	£ 1,840.56	2023 bill was £3,375 split £2,550 Crawcrook and £825 Greenside		
Crawcrook Fair 2024		£ 3,915.92	-£ 1,817.46	£ 2,098.46	Crawcrook Fair 2024 - Money raised towards Christmas lights and other community improvements		
Christmas Fair 2024 & Calendars		£ 136.00	-£ -	£ 136.00	Christmas Fair 2024 & Calendars - Money raised towards Christmas lights and other community improvements		
Community Garden	£ 2,318.48		-£ 1,532.45	£ 786.03	Donations from AkzoNobel (£1k), Essity (£0.2k), Thompsons of Prudhoe (£0.5k), Denise's fundraising (£0.7k) and Barbour Foundation (£2k)	Essity, Thompsons and Denise's fundraising not yet spent. Approx £300 remaining AkzoNobel fund and £550 Barbour.	
Community Garden: Co-op Community Fund	£ 3,452.73		-£ 3,452.73	£ -	£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		-£ 9,220.17	£ 2,849.83	Postcode Lottery Grant to cover bowling green benches, lawnmower, Pavilion roller shutter re-furbishment, play area fence and Pavilion seating area	Deadline extended to end of June 2024 - Due to delays with Gateshead Council fence installation November 2024	
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		
Sculpture Trail Crawcrook Park release to general funds				£ 222.81	Final wildlife trail boards exceeded grant money		
National Lottery Community Fund	£ 5,991.94		-£ 5,991.94	£ -	£10,000 awarded June 2023 to cover seating area, fence, storage and café counter additional	Fully utilised November 2024	
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	-£ 1,199.79	£ -	Paypal donations to fence fund, income from Easter knitted novelties and Easter Egg Hunt. £500 LCF 2023 fund.	Fully utilised November 2024	
Akzo Nobel Community Fund - Warm Spaces		£ 1,000.00	-£ 1,007.72	-£ 7.72	£1000 granted for Pavilion warm spaces sessions	Spent on purchase of new water heater, boiler, kettle, microwave and café supplies for warm spaces offering	
Offset to unrestricted funds				£ 7.72			
Asda Community Fund		£ 800.00	-£ -	£ 800.00	Asda Grassroots grant received November 2024 to cover materials to deliver subsidised arts & crafts sessions		
Restricted Funds				£ 8,510.88			
Community Café		£ 2,570.29	-£ 1,396.17	£ 1,174.12	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			-£ 146.28	-£ 146.28	Insurance, Utilities and sundries		
Pavilion & Green subtotal		£ 3,129.58	-£ 1,809.19	£ 1,320.39			
Unrestricted Funds				£ 3,274.51			

Notes to financials:

- a) Invoice paid for the fence which was £15,361.10.
- b) National Lottery grant finished which will allow us to apply again in future.
- c) Money from council grant finished.
- d) Post Code Lottery has around £2,800 left which is for the shed.
- e) Crawcrook Fair money went on lights and what's left can be used for other things.
- f) As of Sunday, we have £550 left of community garden fund which can be spent on planters and seats.
- g) We have £800 from Asda which can be used for arts, crafts etc.
- h) Council has invoiced for building insurance but not for utilities for year as yet.
- i) Last year we had someone to review accounts but this year we don't have to have it done. It was put forward to have it done every other year.

6) Crawcrook Pavilion & Green:

- a) Pavilion/Green lease amendment and Land Registry update – something wrong with one of the clauses with lease so Laura went back to them and has now been sorted, however they still don't recognise the address for the pavilion. An address form needs to be completed and a fee of £249 paid. It was decided to send in the form without payment to see if Council would get back to us then we could explain why we shouldn't be paying the fee and ask them for a scaled map! Laura to contact Kathryn and Chris to see if they can do something as well. If we had an address for Pavilion that would help with the planning permission. A post box would be needed if address does get changed.
- b) We should just buy a shed and put up. If all else fails go to newspapers about obstructive council officers etc. If a shed without base was installed no planning permission would be required.
- c) Pavilion heating will be left on. Volunteer required once a week on a Thursday to run a coffee morning. This will need to be reviewed due to low numbers of customers.
- d) Need a skip to start emptying the compound but need to get in there to see what there is. A date needs to be decided on for the clear out. It may be possible to use café to store some of the items from shed if coffee mornings cancelled until nicer weather.

7) Review of regular activities:

- a) Litter Picking – Chris to send out Christmas thanks to all litter picking volunteers.
- b) Gardening – no updates.

8) Community Garden Update (LC/BW) – path now installed for approx. £2,250, willow structure also constructed. Next gardening meeting will be in January.

9) Upcoming Events

- a) Plan to spend the Asda Community fund money on arts/crafts sessions - Linda to think of craft sessions to put on. Matt interested in doing more graffiti art. Linda to design a small A5 poster for Gardening Angels describing their tree being displayed in the Xmas tree festival at Centenary Church.
- b) Pavilion future events/activities including book club – do we continue book club? Not really going well. Might need to advertise using posters rather than relying on Facebook. It was suggested a type of directory be created to see what is coming up as well as asking Barmoor Hub to put a poster up for us. It was also suggested asking people to come and speak of things of their interest or businesses showcasing their products.

- c) Christmas light switch on at Crawcrook – will need volunteers to help on day. Chris to speak to Margaret to check Holy Spirit will still be OK. Greenside haven't responded and there has been no time follow up. Ten craft stalls also on at Fox & Hounds. Asda has donated mince pies.

10) Greenside Update (All)

- a) Greenside lights will be paid for as normal by us. There is no separate pot. Christmas lights are Christmas lights, we are committed to paying for them as Our Villages Crawcrook and Greenside. Santa has been organised by Caroline. It was suggested letters be sent to Greenside businesses to see if they would sponsor their Christmas lights and possibly teas and mince pies similar to Holy Spirit church.
- b) Greenside upcoming events – Cricket Club was suggested for hiring rooms for a Spring Fair.

11) A.O.B.:

- a) Lisa from the Fox and Hounds has agreed to take over as social media person if everyone is OK with this. Chris to set up a group within the WhatsApp group so that we can put in anything we need posting. Lisa will then take the info from there and post on Facebook – Julie and Linda will be given access to Facebook page and also post on it with items discussed at meetings.
- b) Just to confirm that all the pictures on Crawcrook calendar were from Crawcrook and Greenside. Not sure what picture was from the beach?
- c) Charity Commission Update – Laura to update.
- d) Judy's Knitting – Woolly covers – made around £400 this year.
- e) Derek and Sharon have decided to come back as volunteers.

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

- a) Next scheduled Trustees meeting – Tuesday 7th January at 7pm in Crawcrook pavilion.