



TRUSTEE'S MEETING

7.00 p.m. Wednesday 2 April 2025

held at Crawcrook Pavilion

MINUTES

- 1) **Present:** Julie, Caroline, Norma, Derek, Sharon, Linda, Matty.
- 2) **Apologies in advance:** Laura Clark, Barbara Williams.
- 3) **Did not attend:** Kathryn Henderson.
- 4) **Acceptance of minutes of previous meetings held on 4 March 2025 (circulated via email).** Yes.
- 5) **Financial matters:**
 - a) Finance report: (LC)

Finance Report	Up to 31/03/25				
Bank Account Balance	£ 12,477.56				
Petty Cash Balance	£ 253.50				
Total Funds	£ 12,731.06				
Restricted Funds	B/F 1.12.2024	Income 2024/2025	Spent 2024/2025	Balance	Comments
Lights Crawcrook & Greenside	£ 2,083.76	£ 78.50	-£ 24.60	£ 2,137.66	2023 bill was £3,375 split £2,550 Crawcrook and £825 Greenside
Crawcrook Fair 2024	£ 2,098.46			£ 2,098.46	Crawcrook Fair 2024 - Money raised towards Christmas lights and other community improvements
Christmas Fair 2024 & Calendars	£ 136.00	£ 156.35	-£ 20.00	£ 272.35	Christmas Fair 2024 & Calendars - Money raised towards Christmas lights and other community improvements
Crawcrook Fair 2025		£ 240.00	-£ 21.00	£ 219.00	
Community Garden	£ 786.03	£ -	-£ 235.00	£ 551.03	Donations from Thompsons of Prudhoe (£15.21 brought forward) and Denise's fundraising (£770.82 brought forward)
LCF Fund 2025		£ 250.00		£ 250.00	Grant received March 2025 towards refurbishment of Pavilion toilet
Easter Eggs 2025		£ -	-£ 50.00	-£ 50.00	Easter Egg scavenger hunt 2025
Postcode Lottery Grant - Pavilion, Fence and Green improvements	£ 2,849.83			£ 2,849.83	Postcode Lottery Grant to cover bowling green benches, lawnmower, Pavilion roller shutter refurbishment, play area fence and Pavilion seating area
Asda Community Fund	£ 800.00			£ 800.00	Asda Grassroots grant received November 2024 to cover materials to deliver subsidised arts & crafts sessions
Co-op Community Fund 2024/2025	£ -	£ 500.00		£ 500.00	Co-op community fund grant for Pavilion toilet facility improvements. £500 stage payment received March 2025.
Restricted Funds				£ 9,628.33	
Community Café		£ 36.94	-£ 173.33	-£ 136.39	Community Café takings and purchases
Pavilion and Green Hire Income		£ 120.95	£ -	£ 120.95	Income from hire bookings
Pavilion running expenses			-£ 86.65	-£ 86.65	Insurance, Utilities and sundries
Pavilion & Green subtotal		£ 157.89	-£ 259.98	-£ 102.09	
Unrestricted Funds				£ 3,102.73	

Notes to financials:

- a) Discussion on where to get quotes for the pavilion toilet with receiving the first initial £500 payment for the Co-op community fund.

2) Crawcrook Pavilion & Green:

- a) Book club has been advertised on Facebook and the new website. No updates as yet.
- b) Chris is waiting for someone to add the shed on the scale drawing and send back to him. Council found a drawing with the scale that they required so now we don't need to provide one so no cost will be incurred. Once he has that he will send it on the so they know where it's going to be. Chris can then order the shed and ask Lisa at Fox and Hounds if we can have it delivered there for convenience then the pieces can be carried over when needed. Chris has organised someone to give us a quote for installing the base of shed when they come and give a quote for installing new toilet.
- c) Annual Fire extinguisher check is due in May. No further update on a date.
- d) There was a reply to the letter sent by Caroline to the council saying she hadn't forgot about us and was still looking into it.
- e) Caroline asked Tamara if we could store Easter Eggs there and she said that it wasn't a problem. Caroline to go and check how many have been handed in. Various people have been buying in the eggs including Liz Twist who had 100, ready to be picked up from her office.
- f) Book Club has been advertised on Facebook and the website but will also need a poster to put in notice board. Matty to print some off initially. Derek volunteered to distribute some around village and possibly the Holy Spirit Church if a list of where to put them is given to him.
- g) Julie was to review the size of the piece advertised in the Tyne Valley Express as well as what needs to be put in. It has been noticed however that our advert wasn't in the recent brochure. Caroline has emailed them to find out how many characters we usually use for our normal advert but hasn't heard from them as yet. This is to be followed up. An advert has also been put in for the Crawcrook Fair in the past but a price is required and a date of the brochure release in case it is not published in time for the Fair. Caroline mentioned that you can advertise on Tyne Valley's Facebook page for free and the brochure can also be viewed from their website (www.tynevalleyexpress.co.uk). It was suggested that we put in dates/times of regular events that will be coming up in the future.

3) Review of regular activities:

- a) Litter Picking - Norma did a litter picking session with great responses showing gratitude on our Facebook page. It was suggested this be followed up with a post as well as a poster advertising for further volunteers to help with the litter picking. Norma noted that she thought most of the litter comes from the blue bins when being emptied.
- b) Gardening – Judy and Sue unable to help with gardening at minute due to health issues. No further updates.

4) Community Garden Update: No updates.

5) Upcoming Events: Craft Sessions – Linda to organise a Decoupage craft session and a Jewellery craft session once a fortnight starting in May. Stocks for both craft sessions have been ordered. Laura had mentioned previously as to whether a night session could be offered in order to compare success rates. Linda suggested that a possible 5-7pm session could be offered in the summer when the nights are light.

6) Greenside Update: No updates.

7) A.O.B:

- a) Web Design Update – Linda discussed the What's On page on website which holds information on what is coming up ie Uniform Day, Book Club etc and how if everyone can let her know of any new upcoming events so they can be put on page. The forms on the web pages have been tested and are linked to the Our Villages email address.
- b) Volunteer(s) to attend the Community Partnership Network Meeting, Thursday 17th April at 1pm at Barmoor Hub – This was set up about 18 months ago by a lady called Becky who runs Barmoor Hub. She initially invited every community group in Crawcrook, Greenside area to discuss what they did and a discussion was had about having a type of directory where each community group could 'borrow' volunteers from other groups on a temporary basis. Caroline has attended a couple of meetings since and will attend the next one which is scheduled for 17th.
- c) It was noted that the café was low on ice lollies and cans so a trip to Iceland will be required.
- d) The café rota was discussed as some dates could not be covered. Julie and Linda have slotted in where required.
- e) Matt suggested getting some of his students to run the café at some point and it was suggested they come and we give them some jobs to do however the time the café is open would clash with their school times.
- f) Crawcrook Fair update – Julie has sent out invitations to stall holders. Julie needs to check on the charity stalls as we don't want any more than we had last year. The Ryton Singers have confirmed that they can do a slot. The DJ needs to be booked. Chris to look into it.
- g) Chris mentioned that the Ryton Football club would like to make an application for the hiring the Pavilion and Bowling Green for 2 hours during the football season August to May approximately. Use of the Pavilion would be for access to the toilets as the teams would be using Emmaville football field. It was noted that the likelihood of the kids coming around to use the toilets was slim so it was suggested that the café could offer drinks and snacks. Julie offered to help out if this was to go ahead. Additionally, they want to hire out both for 2 nights a week for 90 minutes during the week for younger children's training which could be for 52 weeks of the year. Storage would be required however for portable folding goals and equipment which could not be transported to and from schools. Winter training would require portable floodlights and it was asked if they could be installed. Chris to speak to Laura about giving them a yearly cost with a discounted rate. Chris has mentioned about getting a lock to kitchen door for security reasons when people are coming into the Pavilion to use the space.
- h) Caroline noted that the printer still needs connecting. Chris said that if anything needs printing for now to give to Kathryn as she can print on a Tuesday and Thursday.

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

- a) Next scheduled Trustees meeting – Wednesday 7 May at 7pm in Crawcrook pavilion.