



## TRUSTEE'S MEETING

7.00 p.m. Wednesday 3<sup>rd</sup> September 2025

held at Crawcrook Pavilion

### Minutes

- 1) **Present:** Chris Beer, Caroline James, Barbara Williams, Julie Gavin, Norma Blacith, Shaun Edge.
- 2) **Apologies in advance:** Kathryn Henderson, Linda Chappell, Matt B.
- 3) **Did not attend:**
- 4) **Acceptance of minutes of previous meetings held on 6<sup>th</sup> August 2025 (circulated via email).**
- 5) **Financial matters:**

Finance Report	Up to 31/08/25						
Bank Account Balance	£ 5,913.46						
Petty Cash Balance	£ 844.30						
<b>Total Funds</b>	<b>£ 6,757.76</b>						
Restricted Funds	B/F 1.12.2024	Income 2024/2025	Spent 2024/2025	Balance	Comments	Actions	
Lights Crawcrook & Greenside 2024	£ 2,083.76	£ 271.15	-£ 2,354.91	£ -	2023 bill was £3,375 split £2,550 Crawcrook and £825 Greenside. 2024 bill was £3,882 split £2,953 Crawcrook & £949 Greenside.		
Lights Crawcrook & Greenside 2025		£ -	£ -	£ -			
Community Garden	£ 786.03	£ 51.50	-£ 235.00	£ 602.53	Donations from Thompsons of Prudhoe (£15.21 brought forward) and Denise's fundraising (£770.52 brought forward)		
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	Deadline extended to end of June 2024 - Due to delays with Gateshead Council fence installation November 2024	
Asda Community Fund	£ 800.00		-£ 771.69	£ 28.31	Asda Grassroots grant received November 2024 to cover materials to deliver subsidised arts & crafts sessions		
LCF Fund 2025 A		£ 250.00		£ 250.00	Grant received March 2025 towards refurbishment of Pavilion toilet		
LCF Fund 2025 B		£ 300.00	£ -	£ 300.00	Family Fun Day grant		
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.		
<b>Restricted Funds</b>				<b>£ 1,980.84</b>			
Fundraising (Unrestricted)	B/F 1.12.2024	Income 2024/2025	Spent 2024/2025	Balance	Comments	Actions	
Crawcrook Fair 2024	£ 2,098.46		-£ 1,875.46	£ 223.00	Crawcrook Fair 2024 - Money raised towards Christmas lights and other community improvements	1551.69 used from Crawcrook Fair 2024 for lights	
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	Calendars cost £1.98 to produce	
Crawcrook Fair 2025		£ 990.00	-£ 128.69	£ 861.31	Crawcrook Fair 2025 - Money raised for general community improvements		
Easter Eggs 2025		£ 589.02	-£ 50.00	£ 539.02	Easter Egg scavenger hunt 2025		
<b>Fundraising Funds (Unrestricted)</b>				<b>£ 1,895.68</b>			
Community Café		£ 840.40	-£ 623.27	£ 217.13	Community Café takings and purchases		
Pavilion and Green Hire Income		£ 280.95	£ -	£ 280.95	Income from hire bookings		
Pavilion running expenses		-£ 243.83	-£ 243.83	£ -	Insurance, utilities and sundries		
<b>Pavilion &amp; Green subtotal</b>		<b>£ 1,121.35</b>	<b>-£ 867.10</b>	<b>£ 254.25</b>			
<b>Unrestricted Funds</b>				<b>£ 5,076.92</b>			

#### a) Finance report: (LC)

**Notes to financials:** £300 LCF money for family events etc

**1) Fair**

JG gave update on fair. Fair meeting to be held on 9<sup>th</sup> September.

**2) Christmas lights**

Quote for lights from Gateshead council £4545. LC/CJ to ask what lights are working, how they are stored, why they were working when taken down and now half are “broken”. SE to look at ways to bring down price or help with funding. Agreed to put small lights on small trees along front street. Look at how many sets before next meeting. CB to email schools for date of switch on of lights.

**3) Halloween**

CB to come up with ideas for Halloween afternoon in the park. Friday 31<sup>st</sup> 2pm – 4pm  
Best fancy dress, hotdogs, Halloween trail etc  
Will set up group on WhatsApp.

**4) Café**

Ask volunteers for availability, LC to do rota. New volunteers from volunteer morning to be contacted by CB. Open until October Half term. Wed, Thursday, Friday.

**5) Willow weaving workshop**

BW to get dates in October half term. Workshop will be £20 per child. Age of child must be 8+. OV to subsidise £10 per place. Max 8 children. BW to give SE info for poster.

**6) RACA pavilion use and cleaning**

RACA to start using Pavilion and green as agreed from Sat 6<sup>th</sup> September. Local cleaning company GT cleans asked to clean pavilion 2 hours every 2 weeks. Invoice to be sent to OV.

**7) Next Meeting**

Wednesday 1<sup>st</sup> October Crawcrook Pavilion 7pm