REGISTERED CHARITY NUMBER: 1173252

TRUSTEE'S MEETING

7.00 p.m. Wednesday 5th August 2026

held at Crawcrook Pavilion

MINUTES

1) **Present:** Chris Beer, Norma Blackith, Linda Chappell, Kathryn Henderson, Christine Rutter

2) **Apologies in advance:** Laura Clark, Shaun Edge

3) **Did not attend:**

4) **Acceptance of minutes of previous meetings held on 1st July 2026 (circulated via email).** Yes.

5) **Financial matters:**

a) Finance report:

Bank Account Balance	**£ 5,044.25**				
Petty Cash Balance	**£ 617.65**				
Total Funds	**£ 5,661.90**				
Restricted Funds	**B/F 1.12.2025**	**Income 2025/2026**	**Spent 2025/2026**	**Balance**	**Comments**
Lights Crawcrook & Greenside 2025	£ 376.75	£ 118.95	-£ 495.70	£ -	Money from collection tins
Lights Crawcrook 2026	£ -	£ 55.95	£ -	£ 55.95	Money from collection tins
Community Garden	£ 602.53		-£ 594.00	£ 8.53	Money raised from fundraising events
LCF Fund 2025 A	£ 250.00		-£ 257.39	-£ 7.39	Grant received March 2025 towards refurbishment of Pavilion toilet
LCF Fund 2025 A				£ 7.39	Offset to unrestricted
LCF Fund 2025 B	£ 187.44		-£ 162.37	£ 25.07	Family Fun Day grant
Breast Cancer Now		£ 344.65		£ 344.65	Fundraiser Afternoon Tea - to be donated to Breast Cancer Now after event
Co-op Community Fund 2024/2025	£ 2,031.97			£ 2,031.97	Co-op community fund grant for Pavilion toilet facility improvements. £500 stage payment received March 2025, balance received October 2025.
Restricted Funds	**£ 3,448.69**	£ 519.55	-£ 1,509.46	**£ 2,466.17**	
Fundraising (Unrestricted)	**B/F 1.12.2025**	**Income 2025/2026**	**Spent 2025/2026**	**Balance**	**Comments**
Crawcrook Fair 2024	£ 223.00		-£ 223.00	£ -	Crawcrook Fair 2024 - Money raised towards Christmas lights and other community improvements
Christmas Fair 2024 & Calendars	£ 272.35		-£ 272.35	£ -	Christmas Fair 2024 & Calendars - Money raised towards Christmas lights and other community improvements
Crawcrook Fair 2025	£ 2,763.72		-£ 2,763.72	£ -	Crawcrook Fair 2025 - Money raised for general community improvements
Easter 2025	£ 539.02		-£ 501.79	£ 37.23	Easter Egg scavenger hunt 2025 and income from knitted novelties
Christmas 2025		£ 289.44	-£ 289.44	£ -	Income from knitted novelties
Crawcrook Fair 2026		£ 570.00	-£ 21.00	£ 549.00	Crawcrook Fair 2026 - Money raised for general community improvements
Easter 2026		£ 737.16	-£ 175.80	£ 561.36	Easter Egg scavenger hunt 2026 and income from knitted novelties
Fundraising Funds (Unrestricted)	**£ 3,798.09**	1596.6	-£ 4,247.10	**£ 1,147.59**	
Community Café		£ 973.00	-£ 591.49	£ 381.51	Community Café takings and purchases
Pavilion and Green Hire Income		£ 1,196.57	£ -	£ 1,196.57	Income from hire bookings
Pavilion running expenses		£ -	-£ 313.59	-£ 313.59	Insurance, Utilities and sundries
Pavilion subtotal		**£ 2,169.57**	**-£ 905.08**	**£ 1,264.49**	
Green Gardening			-£ 1,383.84	-£ 1,383.84	Purchase of tools, plants, equipment for Green Garden
Grant income (unrestricted)		£ 500.00		£ 500.00	Income from fundraising and Grants. £500 from Beaverbrooks June 2026
				£ -	
Green subtotal		**£ 500.00**	**-£ 1,383.84**	**-£ 883.84**	
Unrestricted Funds				**£ 3,195.73**	

- **Notes to financials:** The afternoon tea made £344.65 which was donated to Breast Cancer Now. Although Laura has stepped down as a trustee she will continue as treasurer for now. Julie and Norma have also stepped down as trustees and as they were signatories previously, Kathryn and Shaun have agreed to be the new signatories. To be set up. **(Action LCL, SE, KH).**

6) Pavilion and Bowling Green:

a) Pavilion – It was agreed that anyone using the Pavilion should check the toilet has been flushed before locking up. noticed that someone had not flushed the toilet.

b) Drains – The smell from the toilet has been a bit overpowering recently. Chris to ask Ben who is coming to price the toilet to have a look at this also. **(Action CB).** Norma mentioned another plumber called Howard Potts who is doing work for her and will ask him if he can also do a quote. **(Action NB).** Kathryn also mentioned a plumber called Nigel Ray who she will get in touch with for a quote. **(Action KH).**

c) Bowling Green – Bags of white chipping has been delivered from a neighbour of Christine's. Other pebbles have been placed and completed. The herb garden is completed as far as it can go. Lavender has been planted in between the sunflowers. The dead hedge is ready to put in. Plastic bins with lids was suggested as compost bins. Drilling holes in them would be needed for the worms to get in. As the lids may come off during bad weather clips could be used to keep them in place. Three bins would be needing ordering. **(Action CB).** Emmaville has agreed to use their waste vegetable peelings for compost for the community garden as well. As Christine is going on holiday on Monday, she will water everything on the Sunday before she goes however planting will need to watered depending on weather. It was mentioned that when the plumber comes to ask about an outside tap to make it easier for watering plants in future. Christine also knows someone who may be able to run a pipe through to polytunnel. **(Action CR).**

7) Review of regular activities:

a) Litter Picking – Kathryn to speak to Kath with regards to organising something for a Sunday each month. **(Action KH).**

b) Gardening – With the help of a new chap, Graham, shrubs have been pruned at the traffic lights at long last. The beds in front of Holy Spirit have been kept tidy and the containers watered. The next project is to start on the long border which is dependent upon Graham being available. Sue is having some difficulties and is unable to join the Monday sessions at the moment. Judy has some helpful knitters from Centenery who are helping to make the Xmas novelties to raise funds for plants. A yellow vest is needed for Graham.

c) Volunteering – This should improve once Becky comes on board as trustee. Kathryn to also generate more interest through Facebook. Two volunteers have been helping Christine in bowling green.

8) Community Garden behind Church: Emmaville, Kepier Chare and SEN are still keeping and tending their beds.

9) Upcoming Events:

a) Crawcrook Fair – Julie has stepped down from being a Trustee and running the fair. It was agreed to keep running the fair but to cut back on some of the OV stalls and keep the raffle, bottle and cake stall.

b) Community Sports Sessions – an email was sent from Ben Locke from Sports Works, a health and wellbeing organisation making enquires to co-ordinate sessions and apply for joint funding to run something at the Pavilion. It was decided not to continue with

this as the minute. Chris will email back to tell him to get back in touch beginning of next year. **(Action CB).**

10) A.O.B:

a) Charity name change – Amended constitution and resolution has been updated and uploaded to the Charity Commission website.

b) DBS Renewals – Chris to check with Laura who spoke to the council about this previously to see if we need them. **(Action CB).**

c) Facebook organisers group. Kathryn to take charge of any Facebook content to work the algorithm in favour of posts reaching more people. **(Action KH).**

d) Laura met Mark to discuss his plan of a mural which would be a wrap-around nature themed mural all around the pavilion. It was decided to go ahead with this. He would look after it for about year and the council then maintain if for 3 years.

e) Trustees stepping down are: Laura Clark, Norma Blackith, Julie Gavin. Access to be removed from:

- Charity Commission website. Linda to enquire. **(Action LCH).**
- Our Villages website
- Lloyds Bank signees
- WhatsApp groups
- Facebook

f) New trustees – Becky Stoyles from Brighten Ryton to become trustee wef 2nd September 2026.

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

a) Next scheduled Trustees meeting – Wednesday 2nd September 2026 at 7pm in Crawcrook Pavilion.